

Part 67 project schedule - v0.2 as at 23 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
1	0%	➡	PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	1926 days?	Fri 6/10/17	Fri 21/02/25		Late
2	100%	➡	PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		Complete
3	100%	➡	Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17		Complete
4	0%	➡	POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	376 days	Mon 2/05/22	Mon 9/10/23		Late
5	0%	➡	Industry feedback on Discussion Paper (DP) 2206FS	123 days	Mon 2/05/22	Wed 19/10/22		Late
6	100%	➡	Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22		Complete
7	100%	➡	Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Complete
8	100%	➡	AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Complete
9	100%	➡	Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Complete
10	100%	➡	Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Complete
11	100%	➡	Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Complete
12	100%	➡	Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Complete
13	100%	➡	AvMed team update SOC following feedback from Safety Promotion	3 days	Fri 12/08/22	Tue 16/08/22	12	Complete
14	100%	➡	SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	Complete
15	100%	➡	SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Complete
16	100%	➡	SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Complete
17	100%	➡	TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Complete
18	100%	➡	Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Complete
19	100%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Complete
20	100%	➡	TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Complete
21	100%	➡	CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Complete
22	10%	➡	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	20 days	Thu 15/09/22	Wed 12/10/22	21	Late
23	0%	➡	TWG report published on CASA website	5 days	Thu 13/10/22	Wed 19/10/22	22	Future Task
24	100%	➡	SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		Complete
25	100%	➡	QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Complete
26	100%	➡	SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Complete
27	100%	➡	Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26	Complete
28	0%	➡	SED advises the Department and TWG of status of SOC and comms pack	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 da	On Schedule
29	0%	➡	SOC and responses published to Consultation Hub and forums released	1 day	Mon 26/09/22	Mon 26/09/22	28	Future Task
30	0%	➡	Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF	Future Task
31	0%	➡	Part 67 TWG Report published	0 days	Wed 19/10/22	Wed 19/10/22	23FF	Future Task
32	0%	➡	Policy Position Document (PPD) aka Policy Statement	136 days	Thu 20/10/22	Thu 27/04/23		Future Task
33	0%	➡	Develop PPD (for Part 67 Amendment, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	70 days	Thu 20/10/22	Wed 25/01/23	31	Future Task
34	0%	➡	Consult PPD and PEG with internal stakeholders and rework until content settled	20 days	Thu 26/01/23	Wed 22/02/23	33	Future Task
35	0%	➡	PPD and PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (Andreas Marcelja)	5 days	Thu 23/02/23	Wed 1/03/23	34	Future Task
36	0%	➡	Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 2/03/23	Mon 6/03/23	35	Future Task
37	0%	➡	TWG reviews CASA's documents (e.g. PPD an PEG)	10 days	Tue 7/03/23	Mon 20/03/23	36	Future Task
38	0%	➡	Virtual TWG meeting (over 2 days)	2 days	Tue 21/03/23	Wed 22/03/23	37	Future Task
39	0%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 23/03/23	Thu 23/03/23	38	Future Task
40	0%	➡	TWG provide feedback and Secretariat updates draft TWG report	5 days	Fri 24/03/23	Thu 30/03/23	39	Future Task
41	0%	➡	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Fri 31/03/23	Thu 13/04/23	40	Future Task
42	0%	➡	TWG report published on CASA website	1 day	Fri 14/04/23	Fri 14/04/23	41	Future Task

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
43	0%	→	Settle PPD. PPD and MinSub (refer "MinSub Approval" tasks below) circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	20 days	Fri 31/03/23	Thu 27/04/23	41SS	Future Task
44	0%	→	Policy Position Document complete	0 days	Thu 27/04/23	Thu 27/04/23	43	Future Task
45	0%	→	Part 67 Plain English Guide (PEG)	315 days	Mon 2/05/22	Fri 14/07/23		Late
46	0%	→	First draft of PEG developed (in conjunction with Policy Position Document)	195 days	Mon 2/05/22	Fri 27/01/23		Late
47	0%	→	Consult with internal stakeholders (in conjunction with Policy Position Document)	20 days	Mon 30/01/23	Fri 24/02/23	46	Future Task
48	0%	→	Second draft circulated to TWG members for review (in conjunction with Policy Position Document)	10 days	Tue 7/03/23	Mon 20/03/23	37SS	Future Task
49	0%	→	Third draft available for public consultation (together with the Policy Proposal Document)	27 days	Tue 21/03/23	Wed 26/04/23	48	Future Task
50	0%	→	PEG updated as a result of public consultation	10 days	Mon 3/07/23	Fri 14/07/23	79	Future Task
51	0%	→	Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 14/07/23	Fri 14/07/23	50	Future Task
52	0%	→	Financial Impacts	70 days	Fri 14/10/22	Thu 19/01/23		Future Task
53	0%	→	Engage Finance Branch regarding Cost Recovery Implementation Statement (CRIS)	70 days	Fri 14/10/22	Thu 19/01/23	31	Future Task
54	0%	→	Tasks to be added following discussion with Finance Branch	70 days	Fri 14/10/22	Thu 19/01/23	31	Future Task
55	0%	→	Regulatory Impact Analysis/Statement (RIA/S)	60 days	Fri 28/04/23	Fri 28/07/23		Future Task
56	0%	→	Circulate approved Policy Position Document to Section Manager Regulatory Impact Analysis	1 day	Fri 28/04/23	Fri 28/04/23	43	Future Task
57	0%	→	If needed, RIB/SED relevant staff meet to discuss the PPD	1 day	Fri 28/04/23	Fri 28/04/23	44	Future Task
58	0%	→	Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 1/05/23	Fri 26/05/23	57	Future Task
59	0%	→	PIA reviewed and approved	5 days	Mon 29/05/23	Fri 2/06/23	58	Future Task
60	0%	→	Approved PIA circulated to the OBPR to determine if a RIS is required (or a RIS exemption)	20 days	Mon 5/06/23	Fri 30/06/23	59	Future Task
61	0%	→	Tasks to be added following outcome of above task	20 days	Mon 3/07/23	Fri 28/07/23	60	Future Task
62	0%	→	Ministerial Submission (MinSub) Approval	46 days	Fri 31/03/23	Fri 2/06/23		Future Task
63	0%	→	Prepare MinSub	20 days	Fri 31/03/23	Thu 27/04/23	43SS	Future Task
64	0%	→	Provide advanced notice to the Department of upcoming MinSub	5 days	Fri 28/04/23	Thu 4/05/23	63	Future Task
65	0%	→	Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and Government Relations	5 days	Fri 28/04/23	Thu 4/05/23	63	Future Task
66	0%	→	MinSub incorporated into PPD package for internal endorsement and A/EM/SED approval	5 days	Fri 5/05/23	Thu 11/05/23	65	Future Task
67	0%	→	MinSub submitted to Government Relations for DAS approval	1 day	Fri 12/05/23	Fri 12/05/23	66	Future Task
68	0%	→	MinSub approved by the DAS	3 days	Mon 15/05/23	Wed 17/05/23	67	Future Task
69	0%	→	Government Relations submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Thu 18/05/23	Thu 18/05/23	68	Future Task
70	0%	→	MinSub and policy papers are noted by the Minister's office	10 days	Fri 19/05/23	Thu 1/06/23	69	Future Task
71	0%	→	Government Relations notifies project stakeholders of noted MinSub and policy papers	1 day	Fri 2/06/23	Fri 2/06/23	70	Future Task
72	0%	→	MinSub Approval complete	0 days	Fri 2/06/23	Fri 2/06/23	71	Future Task
73	0%	→	Policy Proposal Document (PPD) and Public Consultation	117 days	Fri 28/04/23	Mon 9/10/23		Future Task
74	0%	→	AvMed Project Lead/Regulatory Development Coordinator finalise format of consultation documents	10 days	Fri 28/04/23	Thu 11/05/23	44	Future Task
75	0%	→	Draft questions for survey system	5 days	Fri 12/05/23	Thu 18/05/23	74	Future Task
76	0%	→	Reg comms finalised and approved	3 days	Fri 19/05/23	Tue 23/05/23	75	Future Task
77	0%	→	Set up Consultation Hub survey system	5 days	Fri 19/05/23	Thu 25/05/23	76SS	Future Task
78	0%	→	Consultation Policy Proposal cleared by LIRA	3 days	Fri 12/05/23	Tue 16/05/23	74	Future Task
79	0%	→	Public Consultation (Note: MinSub approval required)	20 days	Mon 5/06/23	Fri 30/06/23	72	Future Task
80	0%	→	Public consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Mon 3/07/23	Fri 11/08/23	79	Future Task
81	0%	→	Consider consultation feedback and amend Policy Position Document and Policy Proposal Document. Develop a Policy Proposal summary of key changes for review by the TWG	30 days	Mon 3/07/23	Fri 11/08/23	80SS	Future Task
82	0%	→	AvMed team review and update SOC to include CASA's responses	2 days	Mon 14/08/23	Tue 15/08/23	80	Future Task
83	0%	→	Draft SOC and amended Policy Position Document and Policy Proposal Document reviewed by impacted business areas	5 days	Wed 16/08/23	Tue 22/08/23	82	Future Task
84	0%	→	Draft SOC and Policy Proposal summary approved by CSC Branch Manager for circulation to TWG members	1 day	Wed 23/08/23	Wed 23/08/23	83	Future Task
85	0%	→	Draft SOC and Policy Proposal summary circulated to Part 67 TWG members	1 day	Thu 24/08/23	Thu 24/08/23	84	Future Task

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86	0%	➡	Draft SOC and Policy Proposal summary circulated to ASAP members	1 day	Thu 24/08/23	Thu 24/08/23	85SS	Future Task
87	0%	➡	TWG members review CASA's documents	10 days	Fri 25/08/23	Thu 7/09/23	85	Future Task
88	0%	➡	Part 67 TWG meeting	1 day	Fri 8/09/23	Fri 8/09/23	87	Future Task
89	0%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Mon 11/09/23	Tue 12/09/23	88	Future Task
90	0%	➡	TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 13/09/23	Tue 19/09/23	89	Future Task
91	0%	➡	CASA PMO to review TWG report and provide final comments	3 days	Wed 20/09/23	Fri 22/09/23	90	Future Task
92	0%	➡	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Mon 25/09/23	Fri 6/10/23	91	Future Task
93	0%	➡	TWG report published on CASA website	1 day	Mon 9/10/23	Mon 9/10/23	92	Future Task
94	0%	➡	Update SOC as a result of TWG feedback	1 day	Fri 8/09/23	Fri 8/09/23	87	Future Task
95	0%	➡	SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 11/09/23	Mon 11/09/23	94	Future Task
96	0%	➡	QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	3 days	Tue 12/09/23	Thu 14/09/23	95	Future Task
97	0%	➡	SOC and responses published to Consultation Hub	1 day	Fri 15/09/23	Fri 15/09/23	96	Future Task
98	0%	➡	Update Policy Position Document and Policy Proposal Document based on TWG/ASAP feedback and seek approval from SRO / EM SED	3 days	Mon 11/09/23	Wed 13/09/23	95SS	Future Task
99	0%	➡	Policy Proposal Document and Public Consultation complete	0 days	Fri 15/09/23	Fri 15/09/23	97	Future Task
100	0%	➡	Change Impact Analysis / Benefits Realisation	13 days	Fri 11/11/22	Tue 29/11/22		Future Task
101	0%	➡	Conduct workshop - move to next year	1 day	Fri 11/11/22	Fri 11/11/22	33SS+16 d	Future Task
102	0%	➡	Identify and document change impacts and benefits	5 days	Mon 14/11/22	Fri 18/11/22	101	Future Task
103	0%	➡	Document circulated to workshop stakeholders for feedback	5 days	Mon 21/11/22	Fri 25/11/22	102	Future Task
104	0%	➡	Update Policy Position Document re Change Impact Analysis	1 day	Mon 28/11/22	Mon 28/11/22	103	Future Task
105	0%	➡	Update Benefits Realisation section of Project Management Plan	1 day	Tue 29/11/22	Tue 29/11/22	104	Future Task
106	0%	➡	Change Impact Analysis and Benefits Realisation completed	0 days	Tue 29/11/22	Tue 29/11/22	105	Future Task
107	0%	➡	Risk Assessment Workshop Conducted / Risk Register Developed	16 days	Tue 25/10/22	Tue 15/11/22		Future Task
108	0%	➡	Conduct workshop	1 day	Tue 25/10/22	Tue 25/10/22	101SS	Future Task
109	0%	➡	Develop Risk Register	5 days	Wed 26/10/22	Tue 1/11/22	108	Future Task
110	0%	➡	Risk Register circulated to workshop stakeholders for feedback	5 days	Wed 2/11/22	Tue 8/11/22	109	Future Task
111	0%	➡	Risk Register updated and approved	5 days	Wed 9/11/22	Tue 15/11/22	110	Future Task
112	0%	➡	Risk Register developed	0 days	Tue 15/11/22	Tue 15/11/22	111	Future Task
113	0%	➡	Establish Steering Committee and Terms of Reference	18 days	Tue 7/03/23	Thu 30/03/23		Future Task
114	0%	➡	Draft Steering Committee Terms of Reference (TOR)	5 days	Tue 7/03/23	Mon 13/03/23	37SS	Future Task
115	0%	➡	Steering Committee members review TOR and provide feedback	5 days	Tue 14/03/23	Mon 20/03/23	114	Future Task
116	0%	➡	TOR updated and signed off	3 days	Tue 21/03/23	Thu 23/03/23	115	Future Task
117	0%	➡	First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Fri 24/03/23	Thu 30/03/23	116	Future Task
118	0%	➡	Steering Committee established and Terms of Reference approved	0 days	Thu 30/03/23	Thu 30/03/23	117	Future Task
119	0%	➡	Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23		Late
120	10%	➡	Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Late
121	0%	➡	PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	120	Future Task
122	0%	➡	PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	121	Future Task
123	0%	➡	PMP reviewed and approved by RIB PM	3 days	Mon 1/05/23	Wed 3/05/23	122	Future Task
124	0%	➡	PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	123	Future Task
125	0%	➡	PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	124	Future Task
126	0%	➡	PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	125	Future Task
127	0%	➡	PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	126	Future Task
128	0%	➡	Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	127	Future Task
129	0%	➡	Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Thu 14/09/23	Wed 20/09/23		Future Task
130	0%	➡	Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Thu 14/09/23	Fri 15/09/23	98	Future Task

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
131	0%	➡	Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Mon 18/09/23	Mon 18/09/23	130	Future Task
132	0%	➡	Update Gate Review documentation and circulate	2 days	Tue 19/09/23	Wed 20/09/23	131	Future Task
133	0%	➡	Gate Review completed	0 days	Wed 20/09/23	Wed 20/09/23	132	Future Task
134	0%	➡	REGULATORY DEVELOPMENT PHASE	430 days	Mon 3/07/23	Fri 21/02/25		Future Task
135	0%	➡	Regulations, CATS and Fees Regulations	430 days	Mon 3/07/23	Fri 21/02/25		Future Task
136	0%	➡	Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations (consider commencing while responses from the public consultation on the Policy Proposal Document are being analysed)	90 days	Mon 3/07/23	Fri 3/11/23	80SS	Future Task
137	0%	➡	Consult DIs with internal stakeholders	5 days	Mon 6/11/23	Fri 10/11/23	136	Future Task
138	0%	➡	Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Mon 13/11/23	Fri 24/11/23	137	Future Task
139	0%	➡	Settled DIs approved by SRO (key changes to Policy Position Document identified)	10 days	Mon 27/11/23	Fri 8/12/23	138	Future Task
140	0%	➡	Draft OPC Readiness Minute for EMNOS approval	5 days	Mon 11/12/23	Fri 15/12/23	139	Future Task
141	0%	➡	OPC Readiness Minute approved by EM NOS and A/EM SED	2 days	Mon 18/12/23	Tue 19/12/23	140	Future Task
142	0%	➡	CASA clearance to commence drafting with OPC	1 day	Wed 20/12/23	Wed 20/12/23	141	Future Task
143	0%	➡	Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled (Note: OPC does not return in the New Year until mid Feb)	35 days	Mon 19/02/24	Fri 5/04/24		Future Task
144	0%	➡	Consult Reg with Internal stakeholders	5 days	Mon 8/04/24	Fri 12/04/24	143	Future Task
145	0%	➡	Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 15/04/24	Wed 17/04/24	144	Future Task
146	0%	➡	TWG reviews CASA's documents	10 days	Thu 18/04/24	Wed 1/05/24	145	Future Task
147	0%	➡	Virtual TWG meeting (over 2 days)	2 days	Thu 2/05/24	Fri 3/05/24	146	Future Task
148	0%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 6/05/24	Mon 6/05/24	147	Future Task
149	0%	➡	TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 7/05/24	Mon 13/05/24	148	Future Task
150	0%	➡	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Tue 14/05/24	Mon 27/05/24	149	Future Task
151	0%	➡	TWG report published on CASA website	1 day	Tue 28/05/24	Tue 28/05/24	150	Future Task
152	0%	➡	Policy Officer and LIRA drafts Explanatory Memorandum (EM)	10 days	Thu 18/04/24	Wed 1/05/24	146SS	Future Task
153	0%	➡	Letter to Minister and EM sent to the Department for initial review	1 day	Thu 2/05/24	Thu 2/05/24	152	Future Task
154	0%	➡	LIRA and Department rework EM until content settled	10 days	Fri 3/05/24	Thu 16/05/24	153	Future Task
155	0%	➡	LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	10 days	Thu 18/04/24	Wed 1/05/24	152SS	Future Task
156	0%	➡	LIRA prepares Explanatory Statement (ES) for approval by Policy Officer, AvMed SMEs and the SRO	10 days	Fri 17/05/24	Thu 30/05/24	154	Future Task
157	0%	➡	Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	10 days	Fri 31/05/24	Thu 13/06/24	156	Future Task
158	0%	➡	Gate Review - are we ready to 'make' the rules	5 days	Fri 14/06/24	Thu 20/06/24		Future Task
159	0%	➡	Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 14/06/24	Mon 17/06/24	157	Future Task
160	0%	➡	Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 18/06/24	Tue 18/06/24	159	Future Task
161	0%	➡	Update Gate Review documentation and circulate	2 days	Wed 19/06/24	Thu 20/06/24	160	Future Task
162	0%	➡	Gate Review completed	0 days	Thu 20/06/24	Thu 20/06/24	161	Future Task
163	0%	➡	'Make' process	55 days	Fri 21/06/24	Thu 5/09/24		Future Task
164	0%	➡	CSC, LIRA and DAS approve Regulation Approval Package	10 days	Fri 21/06/24	Thu 4/07/24	162	Future Task
165	0%	➡	RIB PM forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Fri 5/07/24	Fri 5/07/24	164	Future Task
166	0%	➡	Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Mon 8/07/24	Fri 26/07/24	165	Future Task
167	0%	➡	Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Mon 29/07/24	Tue 13/08/24	166	Future Task
168	0%	➡	EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	3 days	Wed 14/08/24	Fri 16/08/24	167	Future Task
169	0%	➡	Regulation Amendment Made	0 days	Fri 16/08/24	Fri 16/08/24	168	Future Task
170	0%	➡	Register on FRLI (within 4 days)	4 days	Mon 19/08/24	Thu 22/08/24	169	Future Task

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171	0%	→	Notify internal stakeholders	5 days	Fri 23/08/24	Thu 29/08/24	170	Future Task
172	0%	→	Update project webpage	5 days	Fri 30/08/24	Thu 5/09/24	171	Future Task
173	0%	→	Update subscriber notifications	5 days	Fri 30/08/24	Thu 5/09/24	171	Future Task
174	0%	→	Disallowance Period	135 days	Mon 19/08/24	Fri 21/02/25		Future Task
175	0%	→	Part 67 amendment	135 days	Mon 19/08/24	Fri 21/02/25	169SS	Future Task
176	0%	→	Disallowance Period ended	0 days	Fri 21/02/25	Fri 21/02/25	175	Future Task
177	0%	→	Part 67 Manual of Standards (MOS)	259 days	Mon 11/05/23	Thu 5/09/24		Future Task
178	0%	→	Develop MOS Drafting Instructions (DIs)	70 days	Mon 11/05/23	Fri 15/12/23	136SS+50	Future Task
179	0%	→	Xmas break	25 days	Mon 18/12/23	Fri 19/01/24	178	Future Task
180	0%	→	Consult DIs with Internal stakeholders	5 days	Mon 22/01/24	Fri 26/01/24	179	Future Task
181	0%	→	Settle DIs, SFR drafted and approved by SRO for submission to LIRA	10 days	Mon 29/01/24	Fri 9/02/24	180	Future Task
182	0%	→	Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Mon 12/02/24	Fri 23/02/24	181	Future Task
183	0%	→	SRO endorsement of DIs	5 days	Mon 26/02/24	Fri 1/03/24	182	Future Task
184	0%	→	Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	25 days	Mon 4/03/24	Fri 5/04/24	183	Future Task
185	0%	→	Consult MOS with Internal stakeholders	5 days	Mon 8/04/24	Fri 12/04/24	144SS	Future Task
186	0%	→	Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 15/04/24	Wed 17/04/24	185	Future Task
187	0%	→	TWG reviews CASA's documents	10 days	Thu 18/04/24	Wed 1/05/24	186	Future Task
188	0%	→	Virtual TWG meeting (over 2 days)	2 days	Thu 2/05/24	Fri 3/05/24	187	Future Task
189	0%	→	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 6/05/24	Mon 6/05/24	188	Future Task
190	0%	→	TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 7/05/24	Mon 13/05/24	189	Future Task
191	0%	→	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Tue 14/05/24	Mon 27/05/24	190	Future Task
192	0%	→	TWG report published on CASA website	1 day	Tue 28/05/24	Tue 28/05/24	191	Future Task
193	0%	→	Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	5 days	Tue 28/05/24	Mon 3/06/24	191	Future Task
194	0%	→	Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	30 days	Tue 4/06/24	Mon 15/07/24	193	Future Task
195	0%	→	Gate Review - are we ready to 'make' the MOS	5 days	Fri 14/06/24	Thu 20/06/24		Future Task
196	0%	→	Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 14/06/24	Mon 17/06/24	159SS	Future Task
197	0%	→	Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 18/06/24	Tue 18/06/24	196	Future Task
198	0%	→	Update Gate Review documentation and circulate	2 days	Wed 19/06/24	Thu 20/06/24	197	Future Task
199	0%	→	Gate Review completed	0 days	Thu 20/06/24	Thu 20/06/24	198	Future Task
200	0%	→	MOS Make Process	38 days	Tue 16/07/24	Thu 5/09/24		Future Task
201	0%	→	CSC and LIRA approve MOS Package and sends to DAS	10 days	Tue 16/07/24	Mon 29/07/24	194	Future Task
202	0%	→	DAS approves MOS Package	8 days	Tue 30/07/24	Thu 8/08/24	201	Future Task
203	0%	→	MOS Made	0 days	Fri 16/08/24	Fri 16/08/24	169	Future Task
204	0%	→	Register on FRLI (within 4 days)	4 days	Mon 19/08/24	Thu 22/08/24	203	Future Task
205	0%	→	Notify internal stakeholders	5 days	Fri 23/08/24	Thu 29/08/24	204	Future Task
206	0%	→	Update project webpage	5 days	Fri 30/08/24	Thu 5/09/24	205	Future Task
207	0%	→	Update subscriber notifications	5 days	Fri 30/08/24	Thu 5/09/24	205	Future Task
208	0%	→	Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24		Future Task
209	0%	→	CASA EX69/21 - Medical Certification (Private Pilot Licence Holders with Basic Class 2 Medical Certificate) Exemption	54 days	Mon 25/03/24	Thu 6/06/24		Future Task
225	0%	→	CASA 26/18 - Issue of Class 2 Medical Certificates (Designated Aviation Medical Examiners) Delegation 2018	10 days	Mon 25/03/24	Fri 5/04/24		Future Task
227	0%	→	IMPLEMENTATION PHASE (pre rule making)	1 day?	Mon 18/09/23	Mon 18/09/23	99	Future Task
236	0%	→	IMPLEMENTATION PHASE (post rule making)	1 day?	Mon 19/08/24	Mon 19/08/24	169	Future Task

Part 67 project schedule - v0.3 as at 27 Sept 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
1		0%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	1926 days?	Fri 6/10/17	Fri 21/02/25		Late
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		Complete
3		100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17		Complete
4		0%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	376 days	Mon 2/05/22	Mon 9/10/23		Late
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	106 days	Mon 2/05/22	Mon 26/09/22		Complete
6		100%		Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22		Complete
7		100%		Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Complete
8		100%		AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Complete
9		100%		Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Complete
10		100%		Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Complete
11		100%		Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Complete
12		100%		Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Complete
13		100%		AvMed team update SOC following feedback from Safety Promotion	3 days	Fri 12/08/22	Tue 16/08/22	12	Complete
14		100%		SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	Complete
15		100%		SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Complete
16		100%		SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Complete
17		100%		TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Complete
18		100%		Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Complete
19		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Complete
20		100%		TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Complete
21		100%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Complete
22		100%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	7 days	Thu 15/09/22	Fri 23/09/22	21	Complete
23		100%		TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Complete
24		100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		Complete
25		100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Complete
26		100%		SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Complete
27		100%		Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26	Complete
28		100%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 da	Complete
29		100%		SOC and responses published to Consultation Hub and forums released	1 day	Mon 26/09/22	Mon 26/09/22	28	Complete
30		100%		Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF	Complete
31		100%		Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF	Complete
32		0%		Policy Position Document (PPD) aka Policy Statement	136 days	Thu 20/10/22	Thu 27/04/23		Future Task
33		0%		Develop PPD (for Part 67 Amendment, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	70 days	Thu 20/10/22	Wed 25/01/23	31	Future Task
34		0%		Consult PPD and PEG with internal stakeholders and rework until content settled	20 days	Thu 26/01/23	Wed 22/02/23	33	Future Task
35		0%		PPD and PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (Andreas Marcelja)	5 days	Thu 23/02/23	Wed 1/03/23	34	Future Task
36		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 2/03/23	Mon 6/03/23	35	Future Task
37		0%		TWG reviews CASA's documents (e.g. PPD an PEG)	10 days	Tue 7/03/23	Mon 20/03/23	36	Future Task
38		0%		Virtual TWG meeting	2 days	Tue 21/03/23	Wed 22/03/23	37	Future Task
39		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 23/03/23	Thu 23/03/23	38	Future Task
40		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Fri 24/03/23	Thu 30/03/23	39	Future Task
41		0%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Fri 31/03/23	Thu 13/04/23	40	Future Task
42		0%		TWG report published on CASA website	1 day	Fri 14/04/23	Fri 14/04/23	41	Future Task

Part 67 project schedule - v0.3 as at 27 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
43	0%	➔	Settle PPD. PPD and MinSub (refer "MinSub Approval" tasks below) circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	20 days	Fri 31/03/23	Thu 27/04/23	41SS	Future Task
44	0%	➔	Policy Position Document complete	0 days	Thu 27/04/23	Thu 27/04/23	43	Future Task
45	0%	➔	Part 67 Plain English Guide (PEG)	315 days	Mon 2/05/22	Fri 14/07/23		Late
46	0%	➔	First draft of PEG developed (in conjunction with Policy Position Document)	193 days	Mon 2/05/22	Wed 25/01/23		Late
47	0%	➔	Consult with internal stakeholders (in conjunction with Policy Position Document)	20 days	Thu 26/01/23	Wed 22/02/23	46	Future Task
48	0%	➔	Second draft circulated to TWG members for review (in conjunction with Policy Position Document)	10 days	Tue 7/03/23	Mon 20/03/23	37SS	Future Task
49	0%	➔	Third draft available for public consultation (together with the Policy Proposal Document)	20 days	Mon 5/06/23	Fri 30/06/23	80SS	Future Task
50	0%	➔	PEG updated as a result of public consultation	10 days	Mon 3/07/23	Fri 14/07/23	49	Future Task
51	0%	➔	Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 14/07/23	Fri 14/07/23	50	Future Task
52	0%	➔	Financial Impacts	81 days	Thu 23/02/23	Thu 15/06/23		Future Task
53	0%	➔	Complete Costing Workbook with the Finance Branch	1 day	Thu 23/02/23	Thu 23/02/23		Future Task
54	0%	➔	Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	53	Future Task
55	0%	➔	Tasks to be added following discussion with Finance Branch	10 days	Fri 2/06/23	Thu 15/06/23	54	Future Task
56	0%	➔	Regulatory Impact Analysis/Statement (RIA/S)	60 days	Fri 28/04/23	Fri 28/07/23		Future Task
57	0%	➔	Circulate approved Policy Position Document to Section Manager Regulatory Impact Analysis	1 day	Fri 28/04/23	Fri 28/04/23	43	Future Task
58	0%	➔	If needed, RIB/SED relevant staff meet to discuss the PPD	1 day	Fri 28/04/23	Fri 28/04/23	44	Future Task
59	0%	➔	Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 1/05/23	Fri 26/05/23	58	Future Task
60	0%	➔	PIA reviewed and approved	5 days	Mon 29/05/23	Fri 2/06/23	59	Future Task
61	0%	➔	Approved PIA circulated to the OBPR to determine if a RIS is required (or a RIS exemption)	20 days	Mon 5/06/23	Fri 30/06/23	60	Future Task
62	0%	➔	Tasks to be added following outcome of above task	20 days	Mon 3/07/23	Fri 28/07/23	61	Future Task
63	0%	➔	Ministerial Submission (MinSub) Approval	46 days	Fri 31/03/23	Fri 2/06/23		Future Task
64	0%	➔	Prepare MinSub	20 days	Fri 31/03/23	Thu 27/04/23	43SS	Future Task
65	0%	➔	Provide advanced notice to the Department of upcoming MinSub	5 days	Fri 28/04/23	Thu 4/05/23	64	Future Task
66	0%	➔	Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and Government Relations	5 days	Fri 28/04/23	Thu 4/05/23	64	Future Task
67	0%	➔	MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Fri 5/05/23	Thu 11/05/23	66	Future Task
68	0%	➔	MinSub submitted to Government Relations for DAS approval	1 day	Fri 12/05/23	Fri 12/05/23	67	Future Task
69	0%	➔	MinSub approved by the DAS	3 days	Mon 15/05/23	Wed 17/05/23	68	Future Task
70	0%	➔	Government Relations submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Thu 18/05/23	Thu 18/05/23	69	Future Task
71	0%	➔	MinSub and policy papers are noted by the Minister's office	10 days	Fri 19/05/23	Thu 1/06/23	70	Future Task
72	0%	➔	Government Relations notifies project stakeholders of noted MinSub and policy papers	1 day	Fri 2/06/23	Fri 2/06/23	71	Future Task
73	0%	➔	MinSub Approval complete	0 days	Fri 2/06/23	Fri 2/06/23	72	Future Task
74	0%	➔	Policy Proposal Document (PPD) and Public Consultation	117 days	Fri 28/04/23	Mon 9/10/23		Future Task
75	0%	➔	AvMed Project Lead/Regulatory Development Coordinator finalise format of consultation documents	10 days	Fri 28/04/23	Thu 11/05/23	44	Future Task
76	0%	➔	Draft questions for survey system	5 days	Fri 12/05/23	Thu 18/05/23	75	Future Task
77	0%	➔	Reg comms finalised and approved	3 days	Fri 19/05/23	Tue 23/05/23	76	Future Task
78	0%	➔	Set up Consultation Hub survey system	5 days	Fri 19/05/23	Thu 25/05/23	77SS	Future Task
79	0%	➔	Consultation Policy Proposal cleared by LIRA	3 days	Fri 12/05/23	Tue 16/05/23	75	Future Task
80	0%	➔	Public Consultation (Note: MinSub approval required)	20 days	Mon 5/06/23	Fri 30/06/23	73	Future Task
81	0%	➔	Public consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Mon 3/07/23	Fri 11/08/23	80	Future Task
82	0%	➔	Consider consultation feedback and amend Policy Position Document and Policy Proposal Document. Develop a Policy Proposal summary of key changes for review by the TWG	30 days	Mon 3/07/23	Fri 11/08/23	81SS	Future Task
83	0%	➔	AvMed team review and update SOC to include CASA's responses	2 days	Mon 14/08/23	Tue 15/08/23	81	Future Task
84	0%	➔	Draft SOC and amended Policy Position Document and Policy Proposal Document reviewed by impacted business areas	5 days	Wed 16/08/23	Tue 22/08/23	83	Future Task
85	0%	➔	Draft SOC and Policy Proposal summary approved by CSC Branch Manager for circulation to TWG members	1 day	Wed 23/08/23	Wed 23/08/23	84	Future Task

Part 67 project schedule - v0.3 as at 27 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
86	0%	➡	Draft SOC and Policy Proposal summary circulated to Part 67 TWG members	1 day	Thu 24/08/23	Thu 24/08/23	85	Future Task
87	0%	➡	Draft SOC and Policy Proposal summary circulated to ASAP members	1 day	Thu 24/08/23	Thu 24/08/23	86SS	Future Task
88	0%	➡	TWG members review CASA's documents	10 days	Fri 25/08/23	Thu 7/09/23	86	Future Task
89	0%	➡	Part 67 TWG meeting	1 day	Fri 8/09/23	Fri 8/09/23	88	Future Task
90	0%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Mon 11/09/23	Tue 12/09/23	89	Future Task
91	0%	➡	TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 13/09/23	Tue 19/09/23	90	Future Task
92	0%	➡	CASA PMO to review TWG report and provide final comments	3 days	Wed 20/09/23	Fri 22/09/23	91	Future Task
93	0%	➡	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Mon 25/09/23	Fri 6/10/23	92	Future Task
94	0%	➡	TWG report published on CASA website	1 day	Mon 9/10/23	Mon 9/10/23	93	Future Task
95	0%	➡	Update SOC as a result of TWG feedback	1 day	Fri 8/09/23	Fri 8/09/23	88	Future Task
96	0%	➡	SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 11/09/23	Mon 11/09/23	95	Future Task
97	0%	➡	QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	3 days	Tue 12/09/23	Thu 14/09/23	96	Future Task
98	0%	➡	SOC and responses published to Consultation Hub	1 day	Fri 15/09/23	Fri 15/09/23	97	Future Task
99	0%	➡	Update Policy Position Document and Policy Proposal Document based on TWG/ASAP feedback and seek approval from SRO / EM SED	3 days	Mon 11/09/23	Wed 13/09/23	96SS	Future Task
100	0%	➡	Policy Proposal Document and Public Consultation complete	0 days	Fri 15/09/23	Fri 15/09/23	98	Future Task
101	0%	➡	Change Impact Analysis / Benefits Realisation	8 days	Tue 17/01/23	Thu 26/01/23		Future Task
102	0%	➡	Conduct workshop - liaise with Tegan and Ben M re workshop being conducted 17 Jan 2023?	1 day	Tue 17/01/23	Tue 17/01/23	33SS+63 d	Future Task
103	0%	➡	Identify and document change impacts and benefits	2 days	Wed 18/01/23	Thu 19/01/23	102	Future Task
104	0%	➡	Document circulated to workshop stakeholders for feedback	3 days	Fri 20/01/23	Tue 24/01/23	103	Future Task
105	0%	➡	Update Policy Position Document re Change Impact Analysis	1 day	Wed 25/01/23	Wed 25/01/23	104	Future Task
106	0%	➡	Update Benefits Realisation section of Project Management Plan	1 day	Thu 26/01/23	Thu 26/01/23	105	Future Task
107	0%	➡	Change Impact Analysis and Benefits Realisation completed	0 days	Thu 26/01/23	Thu 26/01/23	106	Future Task
108	0%	➡	Risk Assessment Workshop Conducted / Risk Register Developed	16 days	Tue 25/10/22	Tue 15/11/22		Future Task
109	0%	➡	Conduct workshop	1 day	Tue 25/10/22	Tue 25/10/22	102SS	Future Task
110	0%	➡	Develop Risk Register	5 days	Wed 26/10/22	Tue 1/11/22	109	Future Task
111	0%	➡	Risk Register circulated to workshop stakeholders for feedback	5 days	Wed 2/11/22	Tue 8/11/22	110	Future Task
112	0%	➡	Risk Register updated and approved	5 days	Wed 9/11/22	Tue 15/11/22	111	Future Task
113	0%	➡	Risk Register developed	0 days	Tue 15/11/22	Tue 15/11/22	112	Future Task
114	0%	➡	Establish Steering Committee and Terms of Reference	18 days	Tue 7/03/23	Thu 30/03/23		Future Task
115	0%	➡	Draft Steering Committee Terms of Reference (TOR)	5 days	Tue 7/03/23	Mon 13/03/23	37SS	Future Task
116	0%	➡	Steering Committee members review TOR and provide feedback	5 days	Tue 14/03/23	Mon 20/03/23	115	Future Task
117	0%	➡	TOR updated and signed off	3 days	Tue 21/03/23	Thu 23/03/23	116	Future Task
118	0%	➡	First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Fri 24/03/23	Thu 30/03/23	117	Future Task
119	0%	➡	Steering Committee established and Terms of Reference approved	0 days	Thu 30/03/23	Thu 30/03/23	118	Future Task
120	0%	➡	Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23		Late
121	10%	➡	Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Late
122	0%	➡	PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	121	Future Task
123	0%	➡	PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	122	Future Task
124	0%	➡	PMP reviewed and approved by RIB	3 days	Mon 1/05/23	Wed 3/05/23	123	Future Task
125	0%	➡	PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	124	Future Task
126	0%	➡	PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	125	Future Task
127	0%	➡	PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	126	Future Task
128	0%	➡	PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	127	Future Task
129	0%	➡	Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	128	Future Task
130	0%	➡	Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Thu 14/09/23	Wed 20/09/23		Future Task

Part 67 project schedule - v0.3 as at 27 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
131	0%	➡	Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Thu 14/09/23	Fri 15/09/23	99	Future Task
132	0%	➡	Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Mon 18/09/23	Mon 18/09/23	131	Future Task
133	0%	➡	Update Gate Review documentation and circulate	2 days	Tue 19/09/23	Wed 20/09/23	132	Future Task
134	0%	➡	Gate Review completed	0 days	Wed 20/09/23	Wed 20/09/23	133	Future Task
135	0%	➡	REGULATORY DEVELOPMENT PHASE	430 days	Mon 3/07/23	Fri 21/02/25		Future Task
136	0%	➡	Regulations, CATS and Fees Regulations	430 days	Mon 3/07/23	Fri 21/02/25		Future Task
137	0%	➡	Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations (consider commencing while responses from the public consultation on the Policy Proposal Document are being analysed)	90 days	Mon 3/07/23	Fri 3/11/23	81SS	Future Task
138	0%	➡	Consult DIs with internal stakeholders	5 days	Mon 6/11/23	Fri 10/11/23	137	Future Task
139	0%	➡	Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Mon 13/11/23	Fri 24/11/23	138	Future Task
140	0%	➡	Settled DIs approved by SRO (key changes to Policy Position Document identified)	10 days	Mon 27/11/23	Fri 8/12/23	139	Future Task
141	0%	➡	Draft OPC Readiness Minute for EM approval	5 days	Mon 11/12/23	Fri 15/12/23	140	Future Task
142	0%	➡	OPC Readiness Minute approved by EM NOS and A/EM SED	2 days	Mon 18/12/23	Tue 19/12/23	141	Future Task
143	0%	➡	CASA clearance to commence drafting with OPC	1 day	Wed 20/12/23	Wed 20/12/23	142	Future Task
144	0%	➡	Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled (Note: OPC does not return in the New Year until mid Feb)	55 days	Mon 19/02/24	Fri 5/04/24		Future Task
145	0%	➡	Consult with internal stakeholders	5 days	Mon 8/04/24	Fri 12/04/24	144	Future Task
146	0%	➡	Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 15/04/24	Wed 17/04/24	145	Future Task
147	0%	➡	TWG reviews CASA's documents	10 days	Thu 18/04/24	Wed 1/05/24	146	Future Task
148	0%	➡	Virtual TWG meeting	2 days	Thu 2/05/24	Fri 3/05/24	147	Future Task
149	0%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 6/05/24	Mon 6/05/24	148	Future Task
150	0%	➡	TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 7/05/24	Mon 13/05/24	149	Future Task
151	0%	➡	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Tue 14/05/24	Mon 27/05/24	150	Future Task
152	0%	➡	TWG report published on CASA website	1 day	Tue 28/05/24	Tue 28/05/24	151	Future Task
153	0%	➡	Policy Officer and LIRA drafts Explanatory Memorandum (EM)	10 days	Thu 18/04/24	Wed 1/05/24	147SS	Future Task
154	0%	➡	Letter to Minister and EM sent to the Department for initial review	1 day	Thu 2/05/24	Thu 2/05/24	153	Future Task
155	0%	➡	LIRA and Department rework EM until content settled	10 days	Fri 3/05/24	Thu 16/05/24	154	Future Task
156	0%	➡	LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	10 days	Thu 18/04/24	Wed 1/05/24	153SS	Future Task
157	0%	➡	LIRA prepares Explanatory Statement (ES) for approval by Policy Officer, AvMed SMEs and the SRO	10 days	Fri 17/05/24	Thu 30/05/24	155	Future Task
158	0%	➡	Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	10 days	Fri 31/05/24	Thu 13/06/24	157	Future Task
159	0%	➡	Gate Review - are we ready to 'make' the rules	5 days	Fri 14/06/24	Thu 20/06/24		Future Task
160	0%	➡	Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 14/06/24	Mon 17/06/24	158	Future Task
161	0%	➡	Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 18/06/24	Tue 18/06/24	160	Future Task
162	0%	➡	Update Gate Review documentation and circulate	2 days	Wed 19/06/24	Thu 20/06/24	161	Future Task
163	0%	➡	Gate Review completed	0 days	Thu 20/06/24	Thu 20/06/24	162	Future Task
164	0%	➡	'Make' process	55 days	Fri 21/06/24	Thu 5/09/24		Future Task
165	0%	➡	CSC, LIRA and DAS approve Regulation Approval Package	10 days	Fri 21/06/24	Thu 4/07/24	163	Future Task
166	0%	➡	RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Fri 5/07/24	Fri 5/07/24	165	Future Task
167	0%	➡	Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Mon 8/07/24	Fri 26/07/24	166	Future Task
168	0%	➡	Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Mon 29/07/24	Tue 13/08/24	167	Future Task
169	0%	➡	EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	3 days	Wed 14/08/24	Fri 16/08/24	168	Future Task

Part 67 project schedule - v0.3 as at 27 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
170	0%	→	Regulation Amendment Made	0 days	Fri 16/08/24	Fri 16/08/24	169	Future Task
171	0%	→	Register on FRLI (within 4 days)	4 days	Mon 19/08/24	Thu 22/08/24	170	Future Task
172	0%	→	Notify internal stakeholders	5 days	Fri 23/08/24	Thu 29/08/24	171	Future Task
173	0%	→	Update project webpage	5 days	Fri 30/08/24	Thu 5/09/24	172	Future Task
174	0%	→	Update subscriber notifications	5 days	Fri 30/08/24	Thu 5/09/24	172	Future Task
175	0%	→	Disallowance Period	135 days	Mon 19/08/24	Fri 21/02/25		Future Task
176	0%	→	Part 67 amendment	135 days	Mon 19/08/24	Fri 21/02/25	170SS	Future Task
177	0%	→	Disallowance Period ended	0 days	Fri 21/02/25	Fri 21/02/25	176	Future Task
178	0%	→	Part 67 Manual of Standards (MOS)	259 days	Mon 11/09/23	Thu 5/09/24		Future Task
179	0%	→	Develop MOS Drafting Instructions (DIs)	70 days	Mon 11/09/23	Fri 15/12/23	137SS+50	Future Task
180	0%	→	Xmas break	25 days	Mon 18/12/23	Fri 19/01/24	179	Future Task
181	0%	→	Consult DIs with Internal stakeholders	5 days	Mon 22/01/24	Fri 26/01/24	180	Future Task
182	0%	→	Settle DIs, SFR drafted and approved by SRO for submission to LIRA	10 days	Mon 29/01/24	Fri 9/02/24	181	Future Task
183	0%	→	Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Mon 12/02/24	Fri 23/02/24	182	Future Task
184	0%	→	SRO endorsement of DIs	5 days	Mon 26/02/24	Fri 1/03/24	183	Future Task
185	0%	→	Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	25 days	Mon 4/03/24	Fri 5/04/24	184	Future Task
186	0%	→	Consult MOS with Internal stakeholders	5 days	Mon 8/04/24	Fri 12/04/24	145SS	Future Task
187	0%	→	Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 15/04/24	Wed 17/04/24	186	Future Task
188	0%	→	TWG reviews CASA's documents	10 days	Thu 18/04/24	Wed 1/05/24	187	Future Task
189	0%	→	Virtual TWG meeting	2 days	Thu 2/05/24	Fri 3/05/24	188	Future Task
190	0%	→	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 6/05/24	Mon 6/05/24	189	Future Task
191	0%	→	TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 7/05/24	Mon 13/05/24	190	Future Task
192	0%	→	TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Tue 14/05/24	Mon 27/05/24	191	Future Task
193	0%	→	TWG report published on CASA website	1 day	Tue 28/05/24	Tue 28/05/24	192	Future Task
194	0%	→	Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	5 days	Tue 28/05/24	Mon 3/06/24	192	Future Task
195	0%	→	Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	30 days	Tue 4/06/24	Mon 15/07/24	194	Future Task
196	0%	→	Gate Review - are we ready to 'make' the MOS	5 days	Fri 14/06/24	Thu 20/06/24		Future Task
197	0%	→	Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 14/06/24	Mon 17/06/24	160SS	Future Task
198	0%	→	Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 18/06/24	Tue 18/06/24	197	Future Task
199	0%	→	Update Gate Review documentation and circulate	2 days	Wed 19/06/24	Thu 20/06/24	198	Future Task
200	0%	→	Gate Review completed	0 days	Thu 20/06/24	Thu 20/06/24	199	Future Task
201	0%	→	MOS Make Process	38 days	Tue 16/07/24	Thu 5/09/24		Future Task
202	0%	→	CSC and LIRA approve MOS Package and sends to DAS	10 days	Tue 16/07/24	Mon 29/07/24	195	Future Task
203	0%	→	DAS approves MOS Package	8 days	Tue 30/07/24	Thu 8/08/24	202	Future Task
204	0%	→	MOS Made	0 days	Fri 16/08/24	Fri 16/08/24		Future Task
205	0%	→	Register on FRLI (within 4 days)	4 days	Mon 19/08/24	Thu 22/08/24	204	Future Task
206	0%	→	Notify internal stakeholders	5 days	Fri 23/08/24	Thu 29/08/24	205	Future Task
207	0%	→	Update project webpage	5 days	Fri 30/08/24	Thu 5/09/24	206	Future Task
208	0%	→	Update subscriber notifications	5 days	Fri 30/08/24	Thu 5/09/24	206	Future Task
209	0%	→	Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24		Future Task
210	0%	→	CASA EX69/21 - Medical Certification (Private Pilot Licence Holders with Basic Class 2 Medical Certificate) Exemption	54 days	Mon 25/03/24	Thu 6/06/24		Future Task
211	0%	→	Exemption period expiry	0 days	Fri 31/05/24	Fri 31/05/24		Future Task
212	0%	→	SFR to extend exemption period developed and cleared by policy owner	10 days	Mon 25/03/24	Fri 5/04/24		Future Task
213	0%	→	SFR approved by EMNOS	3 days	Mon 8/04/24	Wed 10/04/24	212	Future Task
214	0%	→	Approved SFR submitted to LIRA	1 day	Thu 11/04/24	Thu 11/04/24	213	Future Task
215	0%	→	Project Lead and LIRA rework Dis until content settled	10 days	Fri 12/04/24	Thu 25/04/24	214	Future Task
216	0%	→	Develop explanatory statement and SCHR	10 days	Fri 26/04/24	Thu 9/05/24	215	Future Task

Part 67 project schedule - v0.3 as at 27 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Status
217	0%	→	Finalise instrument package and complete editorial reviews	5 days	Fri 10/05/24	Thu 16/05/24	216	Future Task
218	0%	→	Instrument package cleared by policy owner and submitted to LIRA	1 day	Fri 17/05/24	Fri 17/05/24	217	Future Task
219	0%	→	Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Mon 20/05/24	Fri 24/05/24	218	Future Task
220	0%	→	Instrument made by the DAS	4 days	Mon 27/05/24	Thu 30/05/24	219	Future Task
221	0%	→	Instrument register on FRLI (within 4 days)	4 days	Fri 31/05/24	Wed 5/06/24	220	Future Task
222	0%	→	Notify internal stakeholders	1 day	Thu 6/06/24	Thu 6/06/24	221	Future Task
223	0%	→	Update project webpage	1 day	Thu 6/06/24	Thu 6/06/24	221	Future Task
224	0%	→	Update subscriber notifications and release external comms	1 day	Thu 6/06/24	Thu 6/06/24	221	Future Task
225	0%	→	Exemption Instrument complete	0 days	Wed 5/06/24	Wed 5/06/24	221	Future Task
226	0%	→	CASA 26/18 - Issue of Class 2 Medical Certificates (Designated Aviation Medical Examiners) Delegation 2018	10 days	Mon 25/03/24	Fri 5/04/24		Future Task
227	0%	→	No expiry. Review and confirm no amendments are needed.	10 days	Mon 25/03/24	Fri 5/04/24	212SS	Future Task
228	0%	→	IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	95 days?	Wed 15/06/22	Tue 25/10/22		Late
245	0%	→	IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22		Late

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Part 67 project schedule - v0.4 as at 28 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
1	0%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	1944 days?	Fri 6/10/17	Wed 19/03/25		Late
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		Complete
3	100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17		Complete
4	0%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	376 days	Mon 2/05/22	Mon 9/10/23		Late
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	106 days	Mon 2/05/22	Mon 26/09/22		Complete
6	100%		Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22		Complete
7	100%		Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Complete
8	100%		AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Complete
9	100%		Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Complete
10	100%		Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Complete
11	100%		Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Complete
12	100%		Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Complete
13	100%		AvMed team update SOC following feedback from Safety Promotion	3 days	Fri 12/08/22	Tue 16/08/22	12	Complete
14	100%		SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	Complete
15	100%		SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Complete
16	100%		SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Complete
17	100%		TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Complete
18	100%		Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Complete
19	100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Complete
20	100%		TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Complete
21	100%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Complete
22	100%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	7 days	Thu 15/09/22	Fri 23/09/22	21	Complete
23	100%		TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Complete
24	100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		Complete
25	100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Complete
26	100%		SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Complete
27	100%		Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26	Complete
28	100%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 days	Complete
29	100%		SOC and responses published to Consultation Hub and forums released	1 day	Mon 26/09/22	Mon 26/09/22	28	Complete
30	100%		Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF	Complete
31	100%		Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF	Complete
32	0%		Policy Position Document (PPD) aka Policy Statement	136 days	Thu 20/10/22	Thu 27/04/23		Future Task
33	0%		Develop PPD (for Part 67 Amendment, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	70 days	Thu 20/10/22	Wed 25/01/23	31	Future Task
34	0%		Consult PPD and PEG with internal stakeholders and rework until content settled	20 days	Thu 26/01/23	Wed 22/02/23	33	Future Task
35	0%		PPD and PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (Andreas Marcelja)	5 days	Thu 23/02/23	Wed 1/03/23	34	Future Task
36	0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 2/03/23	Mon 6/03/23	35	Future Task
37	0%		TWG reviews CASA's documents (e.g. PPD an PEG)	10 days	Tue 7/03/23	Mon 20/03/23	36	Future Task
38	0%		Virtual TWG meeting	2 days	Tue 21/03/23	Wed 22/03/23	37	Future Task
39	0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 23/03/23	Thu 23/03/23	38	Future Task
40	0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Fri 24/03/23	Thu 30/03/23	39	Future Task
41	0%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Fri 31/03/23	Thu 13/04/23	40	Future Task
42	0%		TWG report published on CASA website	1 day	Fri 14/04/23	Fri 14/04/23	41	Future Task

Part 67 project schedule - v0.4 as at 28 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
43	0%		Settle PPD. PPD and MinSub (refer "MinSub Approval" tasks below) circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	20 days	Fri 31/03/23	Thu 27/04/23	41SS	Future Task
44	0%		Policy Position Document complete	0 days	Thu 27/04/23	Thu 27/04/23	43	Future Task
45	0%		Part 67 Plain English Guide (PEG)	315 days	Mon 2/05/22	Fri 14/07/23		Late
46	0%		First draft of PEG developed (in conjunction with Policy Position Document)	193 days	Mon 2/05/22	Wed 25/01/23		Late
47	0%		Consult with internal stakeholders (in conjunction with Policy Position Document)	20 days	Thu 26/01/23	Wed 22/02/23	46	Future Task
48	0%		Second draft circulated to TWG members for review (in conjunction with Policy Position Document)	10 days	Tue 7/03/23	Mon 20/03/23	37SS	Future Task
49	0%		Third draft available for public consultation (together with the Policy Proposal Document)	20 days	Mon 5/06/23	Fri 30/06/23	80SS	Future Task
50	0%		PEG updated as a result of public consultation	10 days	Mon 3/07/23	Fri 14/07/23	49	Future Task
51	0%		Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 14/07/23	Fri 14/07/23	50	Future Task
52	0%		Financial Impacts	21 days	Thu 23/02/23	Thu 23/03/23		Future Task
53	0%		Complete Costing Workbook with the Finance Branch	1 day	Thu 23/02/23	Thu 23/02/23		Future Task
54	0%		Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	53	Future Task
55	0%		Tasks to be added following discussion with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	54	Future Task
56	0%		Regulatory Impact Analysis/Statement (RIA/S)	60 days	Fri 28/04/23	Fri 28/07/23		Future Task
57	0%		Circulate approved Policy Position Document to Section Manager Regulatory Impact Analysis	1 day	Fri 28/04/23	Fri 28/04/23	43	Future Task
58	0%		If needed, RIB/SED relevant staff meet to discuss the PPD	1 day	Fri 28/04/23	Fri 28/04/23	44	Future Task
59	0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 1/05/23	Fri 26/05/23	58	Future Task
60	0%		PIA reviewed and approved	5 days	Mon 29/05/23	Fri 2/06/23	59	Future Task
61	0%		Approved PIA circulated to the OBPR to determine if a RIS is required (or a RIS exemption)	20 days	Mon 5/06/23	Fri 30/06/23	60	Future Task
62	0%		Tasks to be added following outcome of above task	20 days	Mon 3/07/23	Fri 28/07/23	61	Future Task
63	0%		Ministerial Submission (MinSub) Approval	46 days	Fri 31/03/23	Fri 2/06/23		Future Task
64	0%		Prepare MinSub	20 days	Fri 31/03/23	Thu 27/04/23	43SS	Future Task
65	0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Fri 28/04/23	Thu 4/05/23	64	Future Task
66	0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and Government Relations	5 days	Fri 28/04/23	Thu 4/05/23	64	Future Task
67	0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Fri 5/05/23	Thu 11/05/23	66	Future Task
68	0%		MinSub submitted to Government Relations for DAS approval	1 day	Fri 12/05/23	Fri 12/05/23	67	Future Task
69	0%		MinSub approved by the DAS	3 days	Mon 15/05/23	Wed 17/05/23	68	Future Task
70	0%		Government Relations submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Thu 18/05/23	Thu 18/05/23	69	Future Task
71	0%		MinSub and policy papers are noted by the Minister's office	10 days	Fri 19/05/23	Thu 1/06/23	70	Future Task
72	0%		Government Relations notifies project stakeholders of noted MinSub and policy papers	1 day	Fri 2/06/23	Fri 2/06/23	71	Future Task
73	0%		MinSub Approval complete	0 days	Fri 2/06/23	Fri 2/06/23	72	Future Task
74	0%		Policy Proposal Document (PPD) and Public Consultation	117 days	Fri 28/04/23	Mon 9/10/23		Future Task
75	0%		AvMed Project Lead, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	10 days	Fri 28/04/23	Thu 11/05/23	44	Future Task
76	0%		Draft questions for survey system	5 days	Fri 12/05/23	Thu 18/05/23	75	Future Task
77	0%		Reg comms finalised and approved	3 days	Fri 19/05/23	Tue 23/05/23	76	Future Task
78	0%		Set up Consultation Hub survey system	5 days	Fri 19/05/23	Thu 25/05/23	77SS	Future Task
79	0%		Consultation Policy Proposal cleared by LIRA	3 days	Fri 12/05/23	Tue 16/05/23	75	Future Task
80	0%		Public Consultation (Note: MinSub approval required)	20 days	Mon 5/06/23	Fri 30/06/23	73	Future Task
81	0%		Public consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Mon 3/07/23	Fri 11/08/23	80	Future Task
82	0%		Consider consultation feedback and amend Policy Position Document and Policy Proposal Document. Develop a Policy Proposal summary of key changes for review by the TWG	30 days	Mon 3/07/23	Fri 11/08/23	81SS	Future Task
83	0%		AvMed team review and update SOC to include CASA's responses (if required)	2 days	Mon 14/08/23	Tue 15/08/23	81	Future Task
84	0%		Draft SOC and amended Policy Position Document and Policy Proposal Document reviewed by impacted business areas	5 days	Wed 16/08/23	Tue 22/08/23	83	Future Task
85	0%		Draft SOC and Policy Proposal summary approved by CSC Branch Manager for circulation to TWG members	1 day	Wed 23/08/23	Wed 23/08/23	84	Future Task

Part 67 project schedule - v0.4 as at 28 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
86	0%		Draft SOC and Policy Proposal summary circulated to Part 67 TWG members	1 day	Thu 24/08/23	Thu 24/08/23	85	Future Task
87	0%		Draft SOC and Policy Proposal summary circulated to ASAP members	1 day	Thu 24/08/23	Thu 24/08/23	86SS	Future Task
88	0%		TWG members review CASA's documents	10 days	Fri 25/08/23	Thu 7/09/23	86	Future Task
89	0%		Part 67 TWG meeting	1 day	Fri 8/09/23	Fri 8/09/23	88	Future Task
90	0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Mon 11/09/23	Tue 12/09/23	89	Future Task
91	0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 13/09/23	Tue 19/09/23	90	Future Task
92	0%		CASA PMO to review TWG report and provide final comments	3 days	Wed 20/09/23	Fri 22/09/23	91	Future Task
93	0%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Mon 25/09/23	Fri 6/10/23	92	Future Task
94	0%		TWG report published on CASA website	1 day	Mon 9/10/23	Mon 9/10/23	93	Future Task
95	0%		Update SOC as a result of TWG feedback	1 day	Fri 8/09/23	Fri 8/09/23	88	Future Task
96	0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 11/09/23	Mon 11/09/23	95	Future Task
97	0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	3 days	Tue 12/09/23	Thu 14/09/23	96	Future Task
98	0%		SOC and responses published to Consultation Hub	1 day	Fri 15/09/23	Fri 15/09/23	97	Future Task
99	0%		Update Policy Position Document and Policy Proposal Document based on TWG/ASAP feedback and seek approval from SRO / EM SED	3 days	Mon 11/09/23	Wed 13/09/23	96SS	Future Task
100	0%		Policy Proposal Document and Public Consultation complete	0 days	Fri 15/09/23	Fri 15/09/23	98	Future Task
101	0%		Change Impact Analysis / Benefits Realisation	8 days	Tue 17/01/23	Thu 26/01/23		Future Task
102	0%		Conduct workshop - liaise with Tegan and Ben M re workshop being conducted 17 Jan 2023?	1 day	Tue 17/01/23	Tue 17/01/23	33SS+63 days	Future Task
103	0%		Identify and document change impacts and benefits	2 days	Wed 18/01/23	Thu 19/01/23	102	Future Task
104	0%		Document circulated to workshop stakeholders for feedback	3 days	Fri 20/01/23	Tue 24/01/23	103	Future Task
105	0%		Update Policy Position Document re Change Impact Analysis	1 day	Wed 25/01/23	Wed 25/01/23	104	Future Task
106	0%		Update Benefits Realisation section of Project Management Plan	1 day	Thu 26/01/23	Thu 26/01/23	105	Future Task
107	0%		Change Impact Analysis and Benefits Realisation completed	0 days	Thu 26/01/23	Thu 26/01/23	106	Future Task
108	0%		Risk Assessment Workshop Conducted / Risk Register Developed	16 days	Tue 25/10/22	Tue 15/11/22		Future Task
109	0%		Conduct workshop	1 day	Tue 25/10/22	Tue 25/10/22	102SS	Future Task
110	0%		Develop Risk Register	5 days	Wed 26/10/22	Tue 1/11/22	109	Future Task
111	0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Wed 2/11/22	Tue 8/11/22	110	Future Task
112	0%		Risk Register updated and approved	5 days	Wed 9/11/22	Tue 15/11/22	111	Future Task
113	0%		Risk Register developed	0 days	Tue 15/11/22	Tue 15/11/22	112	Future Task
114	0%		Establish Steering Committee and Terms of Reference	18 days	Tue 7/03/23	Thu 30/03/23		Future Task
115	0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Tue 7/03/23	Mon 13/03/23	37SS	Future Task
116	0%		Steering Committee members review TOR and provide feedback	5 days	Tue 14/03/23	Mon 20/03/23	115	Future Task
117	0%		TOR updated and signed off	3 days	Tue 21/03/23	Thu 23/03/23	116	Future Task
118	0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Fri 24/03/23	Thu 30/03/23	117	Future Task
119	0%		Steering Committee established and Terms of Reference approved	0 days	Thu 30/03/23	Thu 30/03/23	118	Future Task
120	0%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23		Late
121	10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Late
122	0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	121	Future Task
123	0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	122	Future Task
124	0%		PMP reviewed and approved by RIB	3 days	Mon 1/05/23	Wed 3/05/23	123	Future Task
125	0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	124	Future Task
126	0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	125	Future Task
127	0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	126	Future Task
128	0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	127	Future Task
129	0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	128	Future Task
130	0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Thu 14/09/23	Wed 20/09/23		Future Task

Part 67 project schedule - v0.4 as at 28 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
131	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Thu 14/09/23	Fri 15/09/23	99	Future Task
132	0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Mon 18/09/23	Mon 18/09/23	131	Future Task
133	0%		Update Gate Review documentation and circulate	2 days	Tue 19/09/23	Wed 20/09/23	132	Future Task
134	0%		Gate Review completed	0 days	Wed 20/09/23	Wed 20/09/23	133	Future Task
135	0%		REGULATORY DEVELOPMENT PHASE	448 days	Mon 3/07/23	Wed 19/03/25		Future Task
136	0%		Regulations, CATS and Fees Regulations	448 days	Mon 3/07/23	Wed 19/03/25		Future Task
137	0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations (consider commencing while responses from the public consultation on the Policy Proposal Document are being analysed)	90 days	Mon 3/07/23	Fri 3/11/23	81SS	Future Task
138	0%		Consult DIs with internal stakeholders	5 days	Mon 6/11/23	Fri 10/11/23	137	Future Task
139	0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Mon 13/11/23	Fri 24/11/23	138	Future Task
140	0%		Settled DIs approved by SRO (key changes to Policy Position Document identified)	10 days	Mon 27/11/23	Fri 8/12/23	139	Future Task
141	0%		Draft OPC Readiness Minute for EM approval	5 days	Mon 11/12/23	Fri 15/12/23	140	Future Task
142	0%		OPC Readiness Minute approved by EM NOS and A/EM SED	2 days	Mon 18/12/23	Tue 19/12/23	141	Future Task
143	0%		CASA clearance to commence drafting with OPC	1 day	Wed 20/12/23	Wed 20/12/23	142	Future Task
144	0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled (Note: OPC does not return in the New Year until mid Feb)	50 days	Mon 19/02/24	Fri 26/04/24		Future Task
145	0%		Consult with internal stakeholders	5 days	Mon 29/04/24	Fri 3/05/24	187SS	Future Task
146	0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 6/05/24	Wed 8/05/24	145	Future Task
147	0%		TWG reviews CASA's documents	10 days	Thu 9/05/24	Wed 22/05/24	146	Future Task
148	0%		Virtual TWG meeting	2 days	Thu 23/05/24	Fri 24/05/24	147	Future Task
149	0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 27/05/24	Mon 27/05/24	148	Future Task
150	0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 28/05/24	Mon 3/06/24	149	Future Task
151	0%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Tue 4/06/24	Mon 17/06/24	150	Future Task
152	0%		TWG report published on CASA website	1 day	Tue 18/06/24	Tue 18/06/24	151	Future Task
153	0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Thu 9/05/24	Wed 22/05/24	147SS	Future Task
154	0%		Letter to Minister and EM sent to the Department for initial review	1 day	Thu 23/05/24	Thu 23/05/24	153	Future Task
155	0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Fri 24/05/24	Thu 6/06/24	154	Future Task
156	0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	10 days	Thu 9/05/24	Wed 22/05/24	153SS	Future Task
157	0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	10 days	Fri 7/06/24	Thu 20/06/24	155	Future Task
158	0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	10 days	Fri 21/06/24	Thu 4/07/24	157	Future Task
159	0%		Gate Review - are we ready to 'make' the rules	5 days	Fri 5/07/24	Thu 11/07/24		Future Task
160	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 5/07/24	Mon 8/07/24	158	Future Task
161	0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 9/07/24	Tue 9/07/24	160	Future Task
162	0%		Update Gate Review documentation and circulate	2 days	Wed 10/07/24	Thu 11/07/24	161	Future Task
163	0%		Gate Review completed	0 days	Thu 11/07/24	Thu 11/07/24	162	Future Task
164	0%		'Make' process	58 days	Fri 12/07/24	Tue 1/10/24		Future Task
165	0%		CSC and LIRA approve Regulatory Approval package and sends to the DAS	10 days	Fri 12/07/24	Thu 25/07/24	162	Future Task
166	0%		DAS approves Regulatory Approval package	5 days	Fri 26/07/24	Thu 1/08/24	165	Future Task
167	0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Fri 2/08/24	Fri 2/08/24	166	Future Task
168	0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Mon 5/08/24	Fri 23/08/24	167	Future Task
169	0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Mon 26/08/24	Tue 10/09/24	168	Future Task

Part 67 project schedule - v0.4 as at 28 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
170	0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Wed 11/09/24	Wed 11/09/24	169	Future Task
171	0%		Regulation Amendment Made	0 days	Wed 11/09/24	Wed 11/09/24	170	Future Task
172	0%		Register on FRLI (within 4 days)	4 days	Thu 12/09/24	Tue 17/09/24	171	Future Task
173	0%		Notify internal stakeholders	5 days	Wed 18/09/24	Tue 24/09/24	172	Future Task
174	0%		Update project webpage	5 days	Wed 25/09/24	Tue 1/10/24	173	Future Task
175	0%		Update subscriber notifications	5 days	Wed 25/09/24	Tue 1/10/24	173	Future Task
176	0%		Disallowance Period	135 days	Thu 12/09/24	Wed 19/03/25		Future Task
177	0%		Part 67 amendment	135 days	Thu 12/09/24	Wed 19/03/25	171SS	Future Task
178	0%		Disallowance Period ended	0 days	Wed 19/03/25	Wed 19/03/25	177	Future Task
179	0%		Part 67 Manual of Standards (MOS)	277 days	Mon 11/09/23	Tue 1/10/24		Future Task
180	0%		Develop MOS Drafting Instructions (DIs)	70 days	Mon 11/09/23	Fri 15/12/23	137SS+50 days	Future Task
181	0%		Xmas break	25 days	Mon 18/12/23	Fri 19/01/24	180	Future Task
182	0%		Consult DIs with Internal stakeholders	5 days	Mon 22/01/24	Fri 26/01/24	181	Future Task
183	0%		Settle DIs, SFR drafted and approved by SRO for submission to LIRA	10 days	Mon 29/01/24	Fri 9/02/24	182	Future Task
184	0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Mon 12/02/24	Fri 23/02/24	183	Future Task
185	0%		SRO endorsement of DIs	5 days	Mon 26/02/24	Fri 1/03/24	184	Future Task
186	0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	40 days	Mon 4/03/24	Fri 26/04/24	185	Future Task
187	0%		Consult MOS with Internal stakeholders	5 days	Mon 29/04/24	Fri 3/05/24	186	Future Task
188	0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 6/05/24	Wed 8/05/24	187	Future Task
189	0%		TWG reviews CASA's documents	10 days	Thu 9/05/24	Wed 22/05/24	188	Future Task
190	0%		Virtual TWG meeting	2 days	Thu 23/05/24	Fri 24/05/24	189	Future Task
191	0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 27/05/24	Mon 27/05/24	190	Future Task
192	0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 28/05/24	Mon 3/06/24	191	Future Task
193	0%		TWG report circulated to ASAP for feedback/approval and ASAP recommendations to CASA CEO	10 days	Tue 4/06/24	Mon 17/06/24	192	Future Task
194	0%		TWG report published on CASA website	1 day	Tue 18/06/24	Tue 18/06/24	193	Future Task
195	0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	5 days	Tue 18/06/24	Mon 24/06/24	193	Future Task
196	0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	30 days	Tue 25/06/24	Mon 5/08/24	195	Future Task
197	0%		Gate Review - are we ready to 'make' the MOS	5 days	Fri 5/07/24	Thu 11/07/24		Future Task
198	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 5/07/24	Mon 8/07/24	160SS	Future Task
199	0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 9/07/24	Tue 9/07/24	198	Future Task
200	0%		Update Gate Review documentation and circulate	2 days	Wed 10/07/24	Thu 11/07/24	199	Future Task
201	0%		Gate Review completed	0 days	Thu 11/07/24	Thu 11/07/24	200	Future Task
202	0%		MOS Make Process	41 days	Tue 6/08/24	Tue 1/10/24		Future Task
203	0%		CSC and LIRA approve MOS Package and sends to DAS	10 days	Tue 6/08/24	Mon 19/08/24	196	Future Task
204	0%		DAS approves MOS Package	5 days	Tue 20/08/24	Mon 26/08/24	203	Future Task
205	0%		MOS Made (to be aligned with Reg. make date?)	0 days	Wed 11/09/24	Wed 11/09/24	171	Future Task
206	0%		Register on FRLI (within 4 days)	4 days	Thu 12/09/24	Tue 17/09/24	205	Future Task
207	0%		Notify internal stakeholders	5 days	Wed 18/09/24	Tue 24/09/24	206	Future Task
208	0%		Update project webpage	5 days	Wed 25/09/24	Tue 1/10/24	207	Future Task
209	0%		Update subscriber notifications	5 days	Wed 25/09/24	Tue 1/10/24	207	Future Task
210	0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24		Future Task
211	0%		CASA EX69/21 - Medical Certification (Private Pilot Licence Holders with Basic Class 2 Medical Certificate) Exemption	54 days	Mon 25/03/24	Thu 6/06/24		Future Task
212	0%		Exemption period expiry	0 days	Fri 31/05/24	Fri 31/05/24		Future Task
213	0%		SFR to extend exemption period developed and cleared by policy owner	10 days	Mon 25/03/24	Fri 5/04/24		Future Task
214	0%		SFR approved by EMNOS	3 days	Mon 8/04/24	Wed 10/04/24	213	Future Task

Part 67 project schedule - v0.4 as at 28 Sept 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Status
215	0%		Approved SFR submitted to LIRA	1 day	Thu 11/04/24	Thu 11/04/24	214	Future Task
216	0%		Project Lead and LIRA rework Dis until content settled	10 days	Fri 12/04/24	Thu 25/04/24	215	Future Task
217	0%		Develop explanatory statement and SCHR	10 days	Fri 26/04/24	Thu 9/05/24	216	Future Task
218	0%		Finalise instrument package and complete editorial reviews	5 days	Fri 10/05/24	Thu 16/05/24	217	Future Task
219	0%		Instrument package cleared by policy owner and submitted to LIRA	1 day	Fri 17/05/24	Fri 17/05/24	218	Future Task
220	0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Mon 20/05/24	Fri 24/05/24	219	Future Task
221	0%		Instrument made by the DAS	4 days	Mon 27/05/24	Thu 30/05/24	220	Future Task
222	0%		Instrument register on FRLI (within 4 days)	4 days	Fri 31/05/24	Wed 5/06/24	221	Future Task
223	0%		Notify internal stakeholders	1 day	Thu 6/06/24	Thu 6/06/24	222	Future Task
224	0%		Update project webpage	1 day	Thu 6/06/24	Thu 6/06/24	222	Future Task
225	0%		Update subscriber notifications and release external comms	1 day	Thu 6/06/24	Thu 6/06/24	222	Future Task
226	0%		Exemption Instrument complete	0 days	Wed 5/06/24	Wed 5/06/24	222	Future Task
227	0%		CASA 26/18 - Issue of Class 2 Medical Certificates (Designated Aviation Medical Examiners) Delegation 2018	10 days	Mon 25/03/24	Fri 5/04/24		Future Task
228	0%		No expiry. Review and confirm no amendments are needed.	10 days	Mon 25/03/24	Fri 5/04/24	213SS	Future Task
229	0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	95 days?	Wed 15/06/22	Tue 25/10/22		Late
246	0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22		Late

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Part 67 project schedule - v0.5 as at 2 Nov 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
1	13%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25			Late
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17			Complete
3	100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17			Complete
4	25%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	426 days	Mon 2/05/22	Mon 18/12/23			Late
5	88%		Industry feedback on Discussion Paper (DP) 2206FS	162 days	Mon 2/05/22	Tue 13/12/22			Late
6	100%		Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22			Complete
7	100%		Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Mark Lilley,Denise Morman	Complete
8	100%		AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
9	100%		Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Alison Hayward	Complete
10	100%		Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Tony Stanton,Steve Fickling	Complete
11	100%		Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Adam Anastasi	Complete
12	100%		Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Mel Hamilton,Fran Hannan	Complete
13	100%		AvMed team update SOC following feedback from Safety Promotion	2 days	Fri 12/08/22	Tue 16/08/22	12	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
14	100%		SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	John Grima	Complete
15	100%		SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Mwala Putebo	Complete
16	100%		SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Mwala Putebo	Complete
17	100%		TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Part 67 TWG members	Complete
18	100%		Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Part 67 TWG members	Complete
19	100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Mwala Putebo	Complete
20	100%		TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Part 67 TWG members,Mwala Putebo	Complete
21	100%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Kate Manderson	Complete
22	100%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 15/09/22	Fri 23/09/22	21	Mwala Putebo	Complete
23	100%		TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Web team	Complete
24	100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		John Grima	Complete
25	100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Carlie Brewer,Maryanne Ashton-Sporne	Complete
26	100%		SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Amanda Palmer	Complete
27	100%		Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26		Complete
28	100%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 d	Amanda Palmer	Complete
29	100%		SOC and responses published to Consultation Hub and comms released	1 day	Mon 26/09/22	Mon 26/09/22	28	Web team	Complete
30	100%		Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF		Complete
31	100%		Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF		Complete
32	100%		ASAP Chair formulates advice and provides to the DAS for consideration	30 days	Mon 26/09/22	Fri 4/11/22	22	Pat Murray	Complete

Part 67 project schedule - v0.5 as at 2 Nov 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
33	0%		DAS to consider ASAP advice (including consultation with the ASC if required)	25 days	Mon 7/11/22	Fri 9/12/22	32	Pip Spence	Late
34	0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 12/12/22	Mon 12/12/22	33	Pip Spence	Late
35	0%		DAS decision communicated to AvMed to inform Policy Statement	1 day	Tue 13/12/22	Tue 13/12/22	34	Amanda Palmer	Late
36	0%		Public Consultation on Discussion Paper complete	0 days	Tue 13/12/22	Tue 13/12/22	35		Late
37	0%		Policy Position Document (PPD) aka Policy Statement - Internal and TWG Consultation Only	176 days	Mon 26/09/22	Mon 19/05/23			Late
38	0%		Secure resource to develop Policy Statement (AvMed personnel to be SMEs)	50 days	Mon 26/09/22	Fri 2/12/22	22	Paul Hibberd,Denise Morman,John Grima	Late
39	0%		Develop PPD (for Part 67 Amendment, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	45 days	Mon 5/12/22	Fri 3/02/23	38	Policy Officer	Late
40	0%		Consult PPD and PEG with internal stakeholders and rework until content settled	15 days	Mon 6/02/23	Fri 24/02/23	39	Policy Officer	Late
41	0%		PPD and PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (Andreas Marcelja)	5 days	Mon 27/02/23	Fri 3/03/23	40	Adam Anastasi,John Grima,Roger Crosthwaite,Andreas Marcelja	Late
42	0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 6/03/23	Wed 8/03/23	41	Mwala Putebo	Late
43	0%		TWG reviews CASA's documents (e.g. PPD an PEG)	10 days	Thu 9/03/23	Wed 22/03/23	42	Part 67 TWG members	Late
44	0%		Virtual TWG meeting	2 days	Thu 23/03/23	Fri 24/03/23	43	Part 67 TWG members	Late
45	0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 27/03/23	Mon 27/03/23	44	Mwala Putebo	Late
46	0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 28/03/23	Mon 3/04/23	45	Part 67 TWG members,Mwala Putebo	Late
47	0%		TWG report circulated to ASAP for feedback/approval	7 days	Tue 4/04/23	Wed 12/04/23	46	Mwala Putebo	Late
48	0%		TWG report published on CASA website	1 day	Thu 13/04/23	Thu 13/04/23	47	Web team	Late
49	0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Thu 13/04/23	Wed 26/04/23	47	Pat Murray	Late
50	0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Thu 27/04/23	Wed 24/05/23	49	Pip Spence	Late
51	0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Thu 25/05/23	Thu 25/05/23	50	Pip Spence	Late
52	0%		Settle PPD. PPD and MinSub (refer "MinSub Approval" tasks below) circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	40 days	Tue 4/04/23	Mon 29/05/23	47SS	Policy Officer	Late
53	0%		Policy Position Document complete	0 days	Mon 29/05/23	Mon 29/05/23	52		Late
54	9%		Part 67 Plain English Guide (PEG)	331 days	Mon 2/05/22	Mon 7/08/23			Late
55	10%		First draft of PEG developed (in conjunction with Policy Position Document)	200 days	Mon 2/05/22	Fri 3/02/23		Ceri Bartlett,Ron Bartsch	Late
56	0%		Consult with internal stakeholders (in conjunction with Policy Position Document)	15 days	Mon 6/02/23	Fri 24/02/23	55	Ceri Bartlett	Late
57	0%		Second draft circulated to TWG members for review (in conjunction with Policy Position Document)	10 days	Thu 9/03/23	Wed 22/03/23	43SS	Mwala Putebo	Late

Part 67 project schedule - v0.5 as at 2 Nov 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
58	0%		Third draft available for public consultation (together with the Policy Proposal Document)	20 days	Tue 27/06/23	Mon 24/07/23	98SS	Ceri Bartlett	Late
59	0%		PEG updated as a result of public consultation	10 days	Tue 25/07/23	Mon 7/08/23	58	Ceri Bartlett,Ron Bartsch	Late
60	0%		Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Mon 7/08/23	Mon 7/08/23	59		Late
61	0%		Financial Impacts	21 days	Thu 23/02/23	Thu 23/03/23			Late
62	0%		Complete Costing Workbook with the Finance Branch	1 day	Thu 23/02/23	Thu 23/02/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
63	0%		Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	62	Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
64	0%		Develop Minute/Issues Paper re costs associated with a decentralised model	10 days	Fri 10/03/23	Thu 23/03/23	63	Kate Manderson	Late
65	0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	63	Denise Morman	Late
66	65%		Journey Map (current and future state)	120 days	Mon 4/07/22	Fri 16/12/22			Late
67	100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren	Complete
68	100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg	Complete
69	100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	68	Ben MacLaren,Denise Morman	Complete
70	75%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	69SS	Ben MacLaren,Denise Morman	Late
71	0%		Draft Journey Map prepared and reworked until final	103 days	Wed 20/07/22	Fri 9/12/22	69SS	Ben MacLaren	Late
72	0%		Journey map approved	5 days	Mon 12/12/22	Fri 16/12/22	71	Simon Gojkovic,John Grima	Late
73	0%		Journey map complete	0 days	Fri 16/12/22	Fri 16/12/22	72		Late
74	0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Tue 30/05/23	Tue 29/08/23			Late
75	0%		Circulate approved Policy Position Document to Section Manager Regulatory Impact Analysis	1 day	Tue 30/05/23	Tue 30/05/23	52	Denise Morman	Late
76	0%		If needed, RIB/SED relevant staff meet to discuss the PPD	1 day	Tue 30/05/23	Tue 30/05/23	53	David Gilbert,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
77	0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Wed 31/05/23	Tue 27/06/23	76	David Gilbert	Late
78	0%		PIA reviewed and approved	5 days	Wed 28/06/23	Tue 4/07/23	77	John Grima,Andreas Marcelja	Late
79	0%		Approved PIA circulated to the OBPR to determine if a RIS is required (or a RIS exemption)	20 days	Wed 5/07/23	Tue 1/08/23	78	David Gilbert	Late
80	0%		Additional tasks to be added following outcome of above task	20 days	Wed 2/08/23	Tue 29/08/23	79	Denise Morman	Late
81	0%		Ministerial Submission (MinSub) Approval	46 days	Tue 4/04/23	Tue 6/06/23			Late
82	0%		Prepare MinSub	20 days	Tue 4/04/23	Mon 1/05/23	52SS	Policy Officer	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
83		0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Tue 2/05/23	Mon 8/05/23	82	Paul Hibberd	Late
84		0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and G&PS	5 days	Tue 2/05/23	Mon 8/05/23	82	Roger Crosthwaite,Adam Anastasi,John Grima,Andreas Marcelja,Leah Marshall	Late
85		0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Tue 9/05/23	Mon 15/05/23	84	Denise Morman	Late
86		0%		MinSub submitted to G&PS for DAS approval	1 day	Tue 16/05/23	Tue 16/05/23	85	Denise Morman	Late
87		0%		MinSub approved by the DAS	3 days	Wed 17/05/23	Fri 19/05/23	86	Pip Spence	Late
88		0%		G&PS submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Mon 22/05/23	Mon 22/05/23	87	Leah Marshall	Late
89		0%		MinSub and policy papers are noted by the Minister's office	10 days	Tue 23/05/23	Mon 5/06/23	88	Minister's office	Late
90		0%		G&PS notifies project stakeholders of noted MinSub and policy papers	1 day	Tue 6/06/23	Tue 6/06/23	89	Leah Marshall	Late
91		0%		MinSub Approval complete	0 days	Tue 6/06/23	Tue 6/06/23	90		Late
92		0%		Policy Proposal Document (PPD) and Public Consultation	140 days	Tue 30/05/23	Mon 11/12/23			Late
93		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	10 days	Tue 30/05/23	Mon 12/06/23	53	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Late
94		0%		Draft questions for survey system	5 days	Tue 13/06/23	Mon 19/06/23	93	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Late
95		0%		Reg comms finalised and approved	3 days	Tue 20/06/23	Thu 22/06/23	94	Mel Hamilton	Late
96		0%		Set up Consultation Hub survey system	5 days	Tue 20/06/23	Mon 26/06/23	95SS	Elizabeth Goosen	Late
97		0%		Consultation Policy Proposal cleared by LIRA	5 days	Tue 13/06/23	Mon 19/06/23	93	Adam Anastasi	Late
98		0%		Public Consultation (Note: MinSub approval required)	20 days	Tue 27/06/23	Mon 24/07/23	96		Late
99		0%		Public consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Tue 25/07/23	Mon 4/09/23	98		Late
100		0%		Consider consultation feedback and amend Policy Position Document and Policy Proposal Document. Develop a Policy Proposal summary of key changes for review by the TWG	30 days	Tue 25/07/23	Mon 4/09/23	99SS	Policy Officer	Late
101		0%		AvMed team review and update SOC to include CASA's responses (if required)	2 days	Tue 5/09/23	Wed 6/09/23	99	Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
102		0%		Draft SOC and amended Policy Position Document and Policy Proposal Document reviewed by impacted business areas	5 days	Thu 7/09/23	Wed 13/09/23	101	Policy Officer	Late
103		0%		Draft SOC and Policy Proposal summary approved by CSC Branch Manager for circulation to TWG members	1 day	Thu 14/09/23	Thu 14/09/23	102	John Grima	Late
104		0%		Draft SOC and Policy Proposal summary circulated to Part 67 TWG members	1 day	Fri 15/09/23	Fri 15/09/23	103	Mwala Putebo	Late
105		0%		Draft SOC and Policy Proposal summary circulated to ASAP members	1 day	Fri 15/09/23	Fri 15/09/23	104SS	Mwala Putebo	Late
106		0%		TWG members review CASA's documents	10 days	Mon 18/09/23	Fri 29/09/23	104	Part 67 TWG members	Late
107		0%		Part 67 TWG meeting	1 day	Mon 2/10/23	Mon 2/10/23	106	Part 67 TWG members	Late
108		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Tue 3/10/23	Wed 4/10/23	107	Mwala Putebo	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
109		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 5/10/23	Wed 11/10/23	108	Part 67 TWG members,Mwala Putebo	Late
110		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 12/10/23	Mon 16/10/23	109	Kate Manderson	Late
111		0%		TWG report circulated to ASAP for feedback/approval	7 days	Tue 17/10/23	Wed 25/10/23	110	Mwala Putebo	Late
112		0%		TWG report published on CASA website	1 day	Thu 26/10/23	Thu 26/10/23	111	Web team	Late
113		0%		AvMed team update SOC as a result of TWG feedback	2 days	Thu 12/10/23	Fri 13/10/23	109	Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
114		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 16/10/23	Mon 16/10/23	113	John Grima	Late
115		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Tue 17/10/23	Mon 23/10/23	114	Carlie Brewer,Maryanne Ashton-Sporne	Late
116		0%		SED provides the DAS with the comms pack and SOC	1 day	Tue 24/10/23	Tue 24/10/23	115	Amanda Palmer	Late
117		0%		SED circulates the SOC to the Department and TWG for info	1 day	Wed 25/10/23	Wed 25/10/23	116	Amanda Palmer	Late
118		0%		SOC and responses published to Consultation Hub	1 day	Thu 26/10/23	Thu 26/10/23	117	Web team	Late
119		0%		Policy Proposal Document SOC published	0 days	Thu 26/10/23	Thu 26/10/23	118		Late
120		0%		Part 67 TWG Report published	0 days	Thu 26/10/23	Thu 26/10/23	118		Late
121		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Thu 26/10/23	Wed 8/11/23	111	Pat Murray	Late
122		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Thu 9/11/23	Wed 6/12/23	121	Pip Spence	Late
123		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Thu 7/12/23	Thu 7/12/23	122	Pip Spence	Late
124		0%		DAS decision communicated to AvMed to inform Policy Proposal Document	0 days	Thu 7/12/23	Thu 7/12/23	123	Amanda Palmer	Late
125		0%		Update Policy Position Document and Policy Proposal Document based on TWG/ASAP feedback and seek approval from SRO / EM SED	2 days	Fri 8/12/23	Mon 11/12/23	124	Policy Officer	Late
126		0%		Policy Proposal Document and Public Consultation complete	0 days	Mon 11/12/23	Mon 11/12/23	125		Late
127		11%		Change Impact Analysis / Benefits Realisation	72 days	Wed 2/11/22	Thu 9/02/23			Late
128		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Complete
129		0%		Conduct workshop covering Change Impact Analysis and Benefits Realisation	1 day	Tue 24/01/23	Tue 24/01/23		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
130		0%		Identify and document change impacts and benefits	5 days	Wed 25/01/23	Tue 31/01/23	129	Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
131		0%		Document circulated to workshop stakeholders for feedback	5 days	Wed 1/02/23	Tue 7/02/23	130	Denise Morman	Late
132		0%		Update Policy Position Document re Change Impact Analysis	1 day	Wed 8/02/23	Wed 8/02/23	131	Policy Officer	Late
133		0%		Update Benefits Realisation section of Project Management Plan	1 day	Thu 9/02/23	Thu 9/02/23	132	Denise Morman	Late
134		0%		Change Impact Analysis and Benefits Realisation completed	0 days	Thu 9/02/23	Thu 9/02/23	133		Late
135		0%		Risk Assessment Workshop Conducted / Risk Register Developed	16 days	Thu 24/11/22	Thu 15/12/22			Late
136		0%		Conduct workshop	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts	Late
137		0%		Develop Risk Register	5 days	Fri 25/11/22	Thu 1/12/22	136	Mark Roberts,Denise Morman	Late
138		0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Fri 2/12/22	Thu 8/12/22	137	Denise Morman	Late
139		0%		Risk Register updated and approved	5 days	Fri 9/12/22	Thu 15/12/22	138	Denise Morman	Late
140		0%		Risk Register developed	0 days	Thu 15/12/22	Thu 15/12/22	139		Late
141		0%		Establish Steering Committee and Terms of Reference	18 days	Thu 9/03/23	Mon 3/04/23			Late



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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
142		0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Thu 9/03/23	Wed 15/03/23	43SS	Denise Morman	Late
143		0%		Steering Committee members review TOR and provide feedback	5 days	Thu 16/03/23	Wed 22/03/23	142	Steering Committee members	Late
144		0%		TOR updated and signed off	3 days	Thu 23/03/23	Mon 27/03/23	143	Denise Morman,Andreas Marcelja	Late
145		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Tue 28/03/23	Mon 3/04/23	144	Denise Morman	Late
146		0%		Steering Committee established and Terms of Reference approved	0 days	Mon 3/04/23	Mon 3/04/23	145		Late
147		8%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23			Late
148		10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Denise Morman	Late
149		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	148	Paul Hibberd,Steering Committee members	Late
150		0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	149	Steering Committee members	Late
151		0%		PMP reviewed and approved by RI BM	2 days	Mon 1/05/23	Wed 3/05/23	150	Paul Hibberd	Late
152		0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	151	Nathan Sullivan	Late
153		0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	152	John Grima	Late
154		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	153	Andreas Marcelja	Late
155		0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	154	Chris Monahan	Late
156		0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	155		Late
157		0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Tue 12/12/23	Mon 18/12/23			Late
158		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 12/12/23	Wed 13/12/23	125	Denise Morman	Late
159		0%		Conduct Gate Review and confirm we are ready to move to the Standard Development Phase	1 day	Thu 14/12/23	Thu 14/12/23	158	Denise Morman,Paul Hibberd	Late
160		0%		Update Gate Review documentation and circulate	2 days	Fri 15/12/23	Mon 18/12/23	159	Denise Morman	Late
161		0%		Gate Review completed	0 days	Mon 18/12/23	Mon 18/12/23	160		Late
162		0%		REGULATORY DEVELOPMENT PHASE	498 days	Tue 25/07/23	Thu 19/06/25			Late
163		0%		Regulations, CATS and Fees Regulations	498 days	Tue 25/07/23	Thu 19/06/25			Late
164		0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations (consider commencing while responses from the public consultation on the Policy Proposal Document are being analysed)	90 days	Tue 25/07/23	Mon 27/11/23	99SS	Policy Officer	Late
165		0%		Consult DIs with internal stakeholders	5 days	Tue 28/11/23	Mon 4/12/23	164	Policy Officer	Late
166		0%		Policy Officer, AvMed SMEs and LIRA review DIs until content settled	9 days	Tue 5/12/23	Fri 15/12/23	165	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
167		0%		Xmas break	20 days	Mon 18/12/23	Fri 12/01/24	166		Late
168		0%		Settled DIs approved by SRO (key changes to Policy Position Document identified)	10 days	Mon 15/01/24	Fri 26/01/24	167	Andreas Marcelja	Late
169		0%		Draft OPC Readiness Minute for EM approval	5 days	Mon 29/01/24	Fri 2/02/24	168	Policy Officer	Late
170		0%		OPC Readiness Minute approved by EM NOS and A/EM SED	3 days	Mon 5/02/24	Wed 7/02/24	169	Chris Monahan,Andreas Marcelja	Late
171		0%		CASA clearance to commence drafting with OPC	2 days	Thu 8/02/24	Fri 9/02/24	170	Paul Hibberd	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
172		0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled	50 days	Mon 12/02/24	Fri 19/04/24	171	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Late
173		0%		Consult Exposure Draft with internal stakeholders	5 days	Mon 22/04/24	Fri 26/04/24	172	Policy Officer	Future Task
174		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 29/04/24	Wed 1/05/24	173	Mwala Putebo	Future Task
175		0%		TWG reviews CASA's documents	10 days	Thu 2/05/24	Wed 15/05/24	174	Part 67 TWG members	Future Task
176		0%		Virtual TWG meeting	2 days	Thu 16/05/24	Fri 17/05/24	175	Part 67 TWG members	Future Task
177		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 20/05/24	Mon 20/05/24	176	Mwala Putebo	Future Task
178		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 21/05/24	Mon 27/05/24	177	Part 67 TWG members,Mwala Putebo	Future Task
179		0%		CASA PMO to review TWG report and provide final comments	3 days	Tue 28/05/24	Thu 30/05/24	178	Kate Manderson	Future Task
180		0%		TWG report circulated to ASAP for feedback/approval	7 days	Tue 28/05/24	Wed 5/06/24	178	Mwala Putebo	Future Task
181		0%		TWG report published on CASA website	1 day	Thu 6/06/24	Thu 6/06/24	180	Web team	Future Task
182		0%		Exposure Draft updated with TWG and ASAP feedback - CASA and OPC rework until finalised	15 days	Tue 28/05/24	Mon 17/06/24	180SS	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Future Task
183		0%		ASAP Chair formulates advice and provides to the DAS for consideration	7 days	Thu 6/06/24	Fri 14/06/24	180	Pat Murray	Future Task
184		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	10 days	Mon 17/06/24	Fri 28/06/24	183	Pip Spence	Future Task
185		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 1/07/24	Mon 1/07/24	184	Pip Spence	Future Task
186		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 2/07/24	Tue 2/07/24	185	Amanda Palmer	Future Task
187		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	5 days	Wed 3/07/24	Tue 9/07/24	186	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
188		0%		Draft questions for survey system	5 days	Wed 10/07/24	Tue 16/07/24	187	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
189		0%		Reg comms finalised and approved	5 days	Wed 17/07/24	Tue 23/07/24	188	Mel Hamilton	Future Task
190		0%		Set up Consultation Hub survey system	5 days	Wed 17/07/24	Tue 23/07/24	189SS	Elizabeth Goosen	Future Task
191		0%		Exposure Draft cleared by LIRA	5 days	Wed 17/07/24	Tue 23/07/24	189SS	Adam Anastasi	Future Task
192		0%		Public Consultation	20 days	Wed 24/07/24	Tue 20/08/24	191		Future Task
193		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Wed 31/07/24	Tue 10/09/24	192SS+5 days		Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
194		0%		Consider consultation feedback and amend policy documents/prepare drafting instructions etc - CASA and OPC rework until finalised	30 days	Wed 31/07/24	Tue 10/09/24	193SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Policy Officer,OPC drafter	Future Task
195		0%		AvMed team review and update SOC to include CASA's responses (if required)	2 days	Wed 11/09/24	Thu 12/09/24	193	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
196		0%		Draft SOC, amended policy documents and Exposure Draft reviewed by impacted internal business areas	5 days	Fri 13/09/24	Thu 19/09/24	195		Future Task
197		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 20/09/24	Fri 20/09/24	196	John Grima	Future Task
198		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 23/09/24	Fri 27/09/24	197	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
199		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 30/09/24	Mon 30/09/24	198	Amanda Palmer	Future Task
200		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 1/10/24	Tue 1/10/24	199	Amanda Palmer	Future Task
201		0%		SOC and responses published to the Consultation Hub	0 days	Tue 1/10/24	Tue 1/10/24	200		Future Task
202		0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Wed 28/08/24	Tue 10/09/24	193FF	Policy Officer	Future Task
203		0%		Letter to Minister and EM sent to the Department for initial review	1 day	Wed 11/09/24	Wed 11/09/24	202	Paul Hibberd,Leah Marshall	Future Task
204		0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Thu 12/09/24	Wed 25/09/24	203	Policy Officer,Adam Anastasi	Future Task
205		0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	10 days	Wed 28/08/24	Tue 10/09/24	202SS	Adam Anastasi	Future Task
206		0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	5 days	Thu 26/09/24	Wed 2/10/24	204	Policy Officer,Adam Anastasi,Kate Manderson,Tony Hochberg,John Grima,Andreas Marcelja,Nathan Sullivan	Future Task
207		0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	10 days	Thu 3/10/24	Wed 16/10/24	206	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,John Grima,Adam Anastasi,David Gilbert	Future Task
208		0%		Gate Review - are we ready to 'make' the rules	5 days	Tue 15/10/24	Mon 21/10/24			Future Task
209		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 15/10/24	Wed 16/10/24	207FF	Denise Morman	Future Task
210		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Thu 17/10/24	Thu 17/10/24	209	Paul Hibberd,Denise Morman	Future Task
211		0%		Update Gate Review documentation and circulate	2 days	Fri 18/10/24	Mon 21/10/24	210	Denise Morman	Future Task
212		0%		Gate Review completed	0 days	Mon 21/10/24	Mon 21/10/24	211		Future Task
213		0%		'Make' process	47 days	Thu 17/10/24	Fri 20/12/24			Future Task
214		0%		CSC and LIRA approve Regulatory Approval package and sends to the DAS	7 days	Thu 17/10/24	Fri 25/10/24	207	John Grima,Adam Anastasi,Andreas Marcelja	Future Task
215		0%		DAS approves Regulatory Approval package	5 days	Mon 28/10/24	Fri 1/11/24	214	Pip Spence	Future Task

Part 67 project schedule - v0.5 as at 2 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
216		0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Mon 4/11/24	Mon 4/11/24	215	Paul Hibberd, Leah Marshall	Future Task
217		0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Tue 5/11/24	Mon 25/11/24	216	Department POC	Future Task
218		0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Tue 26/11/24	Wed 11/12/24	217	Minister's office	Future Task
219		0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Thu 12/12/24	Thu 12/12/24	218		Future Task
220		0%		Regulation Amendment Made	0 days	Thu 12/12/24	Thu 12/12/24	219		Future Task
221		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	220	Nadia Spesyvy	Future Task
222		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	221	Mel Hamilton	Future Task
223		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	222	Charlie Brewer	Future Task
224		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	222	Mel Hamilton	Future Task
225		0%		Disallowance Period	135 days	Fri 13/12/24	Thu 19/06/25			Future Task
226		0%		Part 67 amendment	135 days	Fri 13/12/24	Thu 19/06/25	220SS		Future Task
227		0%		Disallowance Period ended	0 days	Thu 19/06/25	Thu 19/06/25	226		Future Task
228		0%		Part 67 Manual of Standards (MOS)	349 days	Tue 22/08/23	Fri 20/12/24			Late
229		0%		Develop MOS Drafting Instructions (DIs)	70 days	Tue 22/08/23	Mon 27/11/23	164FF	Policy Officer	Late
230		0%		Consult DIs with Internal stakeholders	5 days	Tue 28/11/23	Mon 4/12/23	165SS	Policy Officer	Late
231		0%		Settle DIs, SFR drafted and approved by SRO for submission to LIRA	9 days	Tue 5/12/23	Fri 15/12/23	230	Policy Officer, Nathan Sullivan, Kate Manderson, Tony Hochberg, John Grima, Andreas Marcelja	Late
232		0%		Xmas break	20 days	Mon 18/12/23	Fri 12/01/24	231		Late
233		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	15 days	Mon 15/01/24	Fri 2/02/24	232	Policy Officer, Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi	Late
234		0%		SRO endorsement of DIs	5 days	Mon 5/02/24	Fri 9/02/24	233	Andeas Marcelja	Late
235		0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	50 days	Mon 12/02/24	Fri 19/04/24	234	Policy Officer, Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi	Late
236		0%		Consult MOS with Internal stakeholders	5 days	Mon 22/04/24	Fri 26/04/24	235	Policy Officer	Future Task
237		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 29/04/24	Wed 1/05/24	174SS	Mwala Putebo	Future Task
238		0%		TWG reviews CASA's documents	10 days	Thu 2/05/24	Wed 15/05/24	237	Part 67 TWG members	Future Task
239		0%		Virtual TWG meeting	2 days	Thu 16/05/24	Fri 17/05/24	238	Part 67 TWG members	Future Task
240		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 20/05/24	Mon 20/05/24	239	Mwala Putebo	Future Task
241		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 21/05/24	Mon 27/05/24	240	Mwala Putebo, Part 67 TWG members	Future Task
242		0%		CASA PMO to review TWG report and provide final comments	3 days	Tue 28/05/24	Thu 30/05/24	241	Kate Manderson	Future Task
243		0%		TWG report circulated to ASAP for feedback/approval	7 days	Tue 28/05/24	Wed 5/06/24	241	Mwala Putebo	Future Task

Part 67 project schedule - v0.5 as at 2 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
244		0%		TWG report published on CASA website	1 day	Thu 6/06/24	Thu 6/06/24	243	Web team	Future Task
245		0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	8 days	Thu 6/06/24	Mon 17/06/24	243	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Future Task
246		0%		ASAP Chair formulates advice and provides to the DAS for consideration	7 days	Thu 6/06/24	Fri 14/06/24	243	Pat Murray	Future Task
247		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	10 days	Mon 17/06/24	Fri 28/06/24	246	Pip Spence	Future Task
248		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 1/07/24	Mon 1/07/24	247	Pip Spence	Future Task
249		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 2/07/24	Tue 2/07/24	248	Amanda Palmer	Future Task
250		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	5 days	Wed 3/07/24	Tue 9/07/24	249	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
251		0%		Draft questions for survey system	5 days	Wed 10/07/24	Tue 16/07/24	250	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
252		0%		Reg comms finalised and approved	5 days	Wed 17/07/24	Tue 23/07/24	251	Mel Hamilton	Future Task
253		0%		Set up Consultation Hub survey system	5 days	Wed 17/07/24	Tue 23/07/24	252SS	Elizabeth Goosen	Future Task
254		0%		MOS cleared by LIRA	5 days	Wed 17/07/24	Tue 23/07/24	252SS	Adam Anastasi	Future Task
255		0%		Public Consultation	20 days	Wed 24/07/24	Tue 20/08/24	254		Future Task
256		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Wed 31/07/24	Tue 10/09/24	255SS+5 days		Future Task
257		0%		Consider consultation feedback and amend MOS - Policy Officer, AvMed SMEs and LIRA rework until finalised	30 days	Wed 31/07/24	Tue 10/09/24	256SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
258		0%		AvMed team review and update SOC to include CASA's responses (if required)	2 days	Wed 11/09/24	Thu 12/09/24	257	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
259		0%		Draft SOC and MOS reviewed by impacted internal business areas	5 days	Fri 13/09/24	Thu 19/09/24	258		Future Task
260		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 20/09/24	Fri 20/09/24	259	John Grima	Future Task
261		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 23/09/24	Fri 27/09/24	260	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
262		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 30/09/24	Mon 30/09/24	261	Amanda Palmer	Future Task
263		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 1/10/24	Tue 1/10/24	262	Amanda Palmer	Future Task
264		0%		SOC and responses published to the Consultation Hub	0 days	Tue 1/10/24	Tue 1/10/24	263		Future Task
265		0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	9 days	Wed 2/10/24	Mon 14/10/24	264	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task

Part 67 project schedule - v0.5 as at 2 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
266		0%		Gate Review - are we ready to 'make' the MOS	5 days	Tue 15/10/24	Mon 21/10/24			Future Task
267		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 15/10/24	Wed 16/10/24	265	Denise Morman	Future Task
268		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Thu 17/10/24	Thu 17/10/24	267	Denise Morman,Paul Hibberd	Future Task
269		0%		Update Gate Review documentation and circulate	2 days	Fri 18/10/24	Mon 21/10/24	268	Denise Morman	Future Task
270		0%		Gate Review completed	0 days	Mon 21/10/24	Mon 21/10/24	269		Future Task
271		0%		MOS Make Process	50 days	Mon 14/10/24	Fri 20/12/24			Future Task
272		0%		CSC and LIRA approve MOS Package and sends to DAS	10 days	Mon 14/10/24	Fri 25/10/24	214FF	Policy Officer,Adam Anastasi,John Grima,Andreas Marcelja	Future Task
273		0%		DAS approves MOS Package	5 days	Mon 28/10/24	Fri 1/11/24	272	Pip Spence	Future Task
274		0%		Contingency (if needed)	28 days	Mon 4/11/24	Wed 11/12/24	273		Future Task
275		0%		MOS Made (to be aligned with Reg make date)	0 days	Thu 12/12/24	Thu 12/12/24	220		Future Task
276		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	275	Nadia Spesyvy	Future Task
277		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	276	Mel Hamilton	Future Task
278		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	277	Carlie Brewer	Future Task
279		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	277	Mel Hamilton	Future Task
280		0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24			Future Task
281		0%		CASA EX69/21 - Medical Certification (Private Pilot Licence Holders with Basic Class 2 Medical Certificate) Exemption	54 days	Mon 25/03/24	Thu 6/06/24			Future Task
282		0%		Exemption period expiry	0 days	Fri 31/05/24	Fri 31/05/24			Future Task
283		0%		SFR to extend exemption period developed and cleared by policy owner	10 days	Mon 25/03/24	Fri 5/04/24			Future Task
284		0%		SFR approved by EMNOS	3 days	Mon 8/04/24	Wed 10/04/24	283		Future Task
285		0%		Approved SFR submitted to LIRA	1 day	Thu 11/04/24	Thu 11/04/24	284		Future Task
286		0%		Project Lead and LIRA rework Dis until content settled	10 days	Fri 12/04/24	Thu 25/04/24	285		Future Task
287		0%		Develop explanatory statement and SCHR	10 days	Fri 26/04/24	Thu 9/05/24	286		Future Task
288		0%		Finalise instrument package and complete editorial reviews	5 days	Fri 10/05/24	Thu 16/05/24	287		Future Task
289		0%		Instrument package cleared by policy owner and submitted to LIRA	1 day	Fri 17/05/24	Fri 17/05/24	288		Future Task
290		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Mon 20/05/24	Fri 24/05/24	289		Future Task
291		0%		Instrument made by the DAS	4 days	Mon 27/05/24	Thu 30/05/24	290		Future Task
292		0%		Instrument register on FRLI (within 4 days)	4 days	Fri 31/05/24	Wed 5/06/24	291		Future Task
293		0%		Notify internal stakeholders	1 day	Thu 6/06/24	Thu 6/06/24	292		Future Task
294		0%		Update project webpage	1 day	Thu 6/06/24	Thu 6/06/24	292		Future Task
295		0%		Update subscriber notifications and release external comms	1 day	Thu 6/06/24	Thu 6/06/24	292		Future Task
296		0%		Exemption Instrument complete	0 days	Wed 5/06/24	Wed 5/06/24	292		Future Task
297		0%		CASA 26/18 - Issue of Class 2 Medical Certificates (Designated Aviation Medical Examiners) Delegation 2018	10 days	Mon 25/03/24	Fri 5/04/24			Future Task
298		0%		No expiry. Review and confirm no amendments are needed.	10 days	Mon 25/03/24	Fri 5/04/24	283SS		Future Task
299		1%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	210 days?	Wed 15/06/22	Tue 4/04/23			Late
324		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late

Part 67 project schedule - v0.6 as at 15 Nov 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
1	100%	➡	PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2121 days?	Fri 6/10/17	Fri 21/11/25			Late
2	100%	➡	PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17			Complete
3	100%	➡	Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17			Complete
4	14%	➡	POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	930 days?	Mon 2/05/22	Fri 21/11/25			Late
5	48%	➡	Industry feedback on Discussion Paper (DP) 2206FS	165 days	Mon 2/05/22	Fri 16/11/22			Late
6	100%	➡	Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22			Complete
7	100%	➡	Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Mark Lilley,Denise Morman	Complete
8	100%	➡	AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
9	100%	➡	Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Alison Hayward	Complete
10	100%	➡	Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Tony Stanton,Steve Fickling	Complete
11	100%	➡	Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Adam Anastasi	Complete
12	100%	➡	Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Mel Hamilton,Fran Hannan	Complete
13	100%	➡	AvMed team update SOC following feedback from Safety Promotion	3 days	Fri 12/08/22	Tue 16/08/22	12	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
14	100%	➡	SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	John Grima	Complete
15	100%	➡	SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Mwala Putebo	Complete
16	100%	➡	SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Mwala Putebo	Complete
17	100%	➡	TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Part 67 TWG members	Complete
18	100%	➡	Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Part 67 TWG members	Complete
19	100%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Mwala Putebo	Complete
20	100%	➡	TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Part 67 TWG members,Mwala Putebo	Complete
21	100%	➡	CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Kate Manderson	Complete
22	100%	➡	TWG report circulated to ASAP for feedback/approval	7 days	Thu 15/09/22	Fri 23/09/22	21	Mwala Putebo	Complete
23	100%	➡	TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Web team	Complete
24	100%	➡	SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		John Grima	Complete
25	100%	➡	QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Carlie Brewer,Maryanne Ashton-Sporne	Complete
26	100%	➡	SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Amanda Palmer	Complete
27	100%	➡	Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26		Complete
28	100%	➡	SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 d	Amanda Palmer	Complete
29	100%	➡	SOC and responses published to Consultation Hub and comms released	1 day	Mon 26/09/22	Mon 26/09/22	28	Web team	Complete
30	100%	➡	Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF		Complete
31	100%	➡	Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF		Complete
32	100%	➡	ASAP Chair formulates advice and provides to the DAS for consideration	30 days	Mon 26/09/22	Fri 4/11/22	22	Pat Murray	Complete



























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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
33		5%		DAS to consider ASAP advice (including consultation with the ASC if required)	30 days	Mon 7/11/22	Fri 16/12/22	32	Pip Spence	Late
34		0%		Board Paper to be developed and presented at the 7 December 2022 Board Meeting	23 days	Mon 7/11/22	Wed 7/12/22	33SS	Nathan Sullivan,John Grima,Paul Hibberd,Denise Morman,Andreas Marcelja	Late
35		0%		Options Board to be developed and presented at the 12 December 2022 ASC meeting	26 days	Mon 7/11/22	Mon 12/12/22	33SS	Nathan Sullivan,John Grima,Andreas Marcelja	Late
36		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	3 days	Tue 13/12/22	Thu 15/12/22	35	Pip Spence	Late
37		0%		DAS decision communicated to AvMed to inform Policy Statement	1 day	Fri 16/12/22	Fri 16/12/22	36	Amanda Palmer	Late
38		0%		Public Consultation on Discussion Paper complete	0 days	Fri 16/12/22	Fri 16/12/22	37		Late
39		0%		Policy Position Document (PPD) aka Policy Statement - Internal and TWG Consultation Only	219 days	Mon 26/09/22	Thu 27/07/23			Late
40		0%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	50 days	Mon 26/09/22	Fri 2/12/22	22	Paul Hibberd,Denise Morman,John Grima	Late
41		0%		Develop Policy Statement (for Part 67 Amendment including bringing forward the Class 4 Medical Certificate, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	60 days	Mon 5/12/22	Fri 24/02/23	40	Policy Officer	Late
42		0%		Consult Policy Statement, draft PEG and DIs for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	41	Policy Officer	Late
43		0%		Policy Statement and draft PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (refer row 58 re SFR for the Class 4 instrument)	10 days	Mon 13/03/23	Fri 24/03/23	42	Adam Anastasi,John Grima,Roger Crosthwaite,Andreas Marcelja	Late
44		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation (replicated at row 62)	3 days	Fri 5/05/23	Tue 9/05/23	86SS	Mwala Putebo	Late
45		0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	44	Part 67 TWG members	Late
46		0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	45	Part 67 TWG members	Late
47		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 25/05/23	Thu 25/05/23	46	Mwala Putebo	Late
48		0%		TWG provide feedback and Secretariat updates, draft TWG report	5 days	Fri 26/05/23	Thu 1/06/23	47	Part 67 TWG members,Mwala Putebo	Late
49		0%		TWG report circulated to ASAP for feedback/approval	7 days	Fri 2/06/23	Mon 12/06/23	48	Mwala Putebo	Late
50		0%		TWG report published on CASA website	1 day	Tue 13/06/23	Tue 13/06/23	49	Web team	Late
51		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Tue 13/06/23	Mon 26/06/23	49	Pat Murray	Late
52		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Tue 27/06/23	Mon 24/07/23	51	Pip Spence	Late
53		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Tue 25/07/23	Tue 25/07/23	52	Pip Spence	Late
54		0%		Policy Statement settled and circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	40 days	Fri 2/06/23	Thu 27/07/23	49SS	Policy Officer	Late

Part 67 project schedule - v0.6 as at 15 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
55		0%		Policy Position Document complete - internal version only	0 days	Thu 27/07/23	Thu 27/07/23	54		Late
56		0%		Communication Strategy	856 days	Fri 12/08/22	Fri 21/11/25			Late
57		0%		Develop Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan	Late
58		0%		Communication Strategy reviewed and approved	10 days	Wed 1/03/23	Tue 14/03/23	57	Mel Hamilton,Fran Hannan,John Grima,Nathan Sullivan,Andreas Marcelja	Late
59		0%		Milestone Plans developed as required until end of implementation/transition	703 days	Wed 15/03/22	Fri 21/11/25	58	Mel Hamilton,Fran Hannan	Late
60		0%		Communication Strategy and milestone plans complete	0 days	Fri 21/11/25	Fri 21/11/25	59		Future Task
61		45%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	210 days?	Wed 15/06/22	Tue 4/04/23			Late
62		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman	Complete
63		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	62	Nicky Speers,Tony Hochberg	Complete
64		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	63FF	Nicky Speers	Complete
65		0%		Status update meeting with Training Branch and AvMed SMES re bringing forward Class 4 medical certificate via instrument	1 day?	Tue 29/11/22	Tue 29/11/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman	Late
66		0%		TES and TNA to be continually updated in preparation for sign-off	120 days	Wed 12/10/22	Tue 28/03/23	64	Nicky Speers	Late
67		0%		TES and TNA reviewed and approved	5 days	Wed 29/03/23	Tue 4/04/23	66	Nicky Speers,Kevin Evans,John Grima,Nathan Sullivan,Andreas Marcelja	Late
68		0%		TES and TNA complete	0 days	Tue 4/04/23	Tue 4/04/23	67		Late
69		0%		Internal Training	1 day?	Wed 15/06/22	Wed 15/06/22			Late
70		0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22			Late
71		95%		External Training	51 days	Sat 1/10/22	Mon 12/12/22			Late
72		100%		Specialist Aviation Medicine Familiarisation Course (initial Cardiologist training)	35 days	Sat 1/10/22	Fri 18/11/22			Complete
73		100%		Draft program , lesson plans and scenarios	1 day	Sat 1/10/22	Mon 3/10/22		Kate Manderson	Complete
74		100%		Refine content, case materials, identify faculty etc.	34 days	Tue 4/10/22	Fri 18/11/22	73	Kate Manderson,Tony Hochberg	Complete
75		0%		Course delivered in Sydney (10/20 November 2022)	1 day	Sat 19/11/22	Mon 21/11/22		Kate Manderson,Tony Hochberg	Late
76		0%		Course delivered in Melbourne (10/11 December 2022)	1 day	Sat 10/12/22	Mon 12/12/22		Kate Manderson,Tony Hochberg	Late
77		0%		Specialist Aviation Medicine Familiarisation Course delivered to Cardiologists	0 days	Mon 12/12/22	Mon 12/12/22	76		Late
78		0%		SUB-PROJECT - IMPLEMENTING CLASS 4 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	344 days?	Wed 15/06/22	Mon 9/10/23			Late

Part 67 project schedule - v0.6 as at 15 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
79		0%		Instrument for Class 4 Medical Certificate	221 days	Mon 5/12/22	Mon 9/10/23			Late
80		0%		Prepare DIs for Instrument (concurrent with developing the Policy Statement)	60 days	Mon 5/12/22	Fri 24/02/23	41SS	Policy Officer	Late
81		0%		Consult Policy Statement, draft PEG and DIs for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	80	Policy Officer	Late
82		0%		SFR for the Instrument developed and cleared by CSC Branch Manager	5 days	Mon 13/03/23	Fri 17/03/23	81	Policy Officer,Nathan Sullivan,John Grima	Late
83		0%		SFR approved by A/EM SED	3 days	Mon 20/03/23	Wed 22/03/23	82	Andreas Marcelja	Late
84		0%		Approved SFR submitted to LIRA	1 day	Thu 23/03/23	Thu 23/03/23	83	John Grima	Late
85		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled	30 days	Fri 24/03/23	Thu 4/05/23	84	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
86		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation (replicated at row 42)	3 days	Fri 5/05/23	Tue 9/05/23	85	Mwala Putebo	Late
87		0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	86	Part 67 TWG members	Late
88		0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	87	Part 67 TWG members	Late
89		0%		Rework Instrument based on TWG feedback until settled and cleared for public consultation	30 days	Thu 25/05/23	Wed 5/07/23	88	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,John Grima	Late
90		0%		Summary of Proposed Change (SPC) document developed and cleared for public consultation	12 days	Thu 6/07/23	Fri 21/07/23	89	John Grima,Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
91		0%		Draft questions for survey system (in conjunction with Elizabeth and the Policy Officer converting the internal Policy Statement into the external Policy Proposal Document)	12 days	Thu 6/07/23	Fri 21/07/23	90FF	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Late
92		0%		Develop associated email notification comms and seek approval	5 days	Mon 17/07/23	Fri 21/07/23	90FF	Mel Hamilton	Late
93		0%		Set up Consultation Hub survey system	12 days	Thu 6/07/23	Fri 21/07/23	90FF	Elizabeth Goosen	Late
94		0%		Public Consultation	20 days	Mon 24/07/23	Fri 18/08/23	93		Late
95		0%		Analysis of consultation feedback and settled instrument content	20 days	Mon 31/07/23	Fri 25/08/23	94SS+5 d		Late
96		0%		Summary of Consultation (SOC) developed, approved and published	30 days	Mon 7/08/23	Fri 15/09/23	95SS+5 d		Late
97		0%		Develop explanatory statement and Statement of Compatibility with Human Rights (SCHR)	5 days	Mon 7/08/23	Fri 11/08/23	96SS	Policy Officer,Adam Anastasi	Late
98		0%		Finalise instrument package and complete editorial reviews	5 days	Mon 18/09/23	Fri 22/09/23	96	Adam Anastasi	Late
99		0%		Instrument package cleared by CSC Branch and A/EM SED and submitted to LIRA	2 days	Mon 25/09/23	Tue 26/09/23	98	John Grima,Andreas Marcelja,Adam Anastasi	Late
100		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	4 days	Wed 27/09/23	Mon 2/10/23	99	Adam Anastasi,Pip Spence	Late

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
101	0%	➡	Instrument Made	0 days	Mon 2/10/23	Mon 2/10/23	100		Late
102	0%	➡	Register on FRLI (within 4 days)	4 days	Tue 3/10/23	Fri 6/10/23	101	Nadia Spesyvy	Late
103	0%	➡	Notify internal stakeholders	1 day	Mon 9/10/23	Mon 9/10/23	102	Mel Hamilton	Late
104	0%	➡	Update project webpage	1 day	Mon 9/10/23	Mon 9/10/23	102	Carlie Brewer	Late
105	0%	➡	Update subscriber notifications	1 day	Mon 9/10/23	Mon 9/10/23	102	Mel Hamilton	Late
106	0%	➡	Instrument for Class 4 Medical Certificate complete (excluding implementation/transition)	0 days	Mon 9/10/23	Mon 3/10/23	105		Late
107	0%	➡	Guidance Material - to be updated / new?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
111	0%	➡	Temporary Management Instruction (TMI)?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
115	0%	➡	Update Clinical Practice Guidelines?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
118	0%	➡	Forms, Checklists	1 day?	Wed 15/06/22	Wed 15/06/22			Late
122	0%	➡	Processes, Procedures, Work Instructions, Manuals	1 day?	Wed 15/06/22	Wed 15/06/22			Late
126	0%	➡	System Changes? E.g. myCASA portal, MRS	1 day?	Wed 15/06/22	Wed 15/06/22			Late
130	0%	➡	Transition to Class 4 from Basic Class 2	1 day?	Wed 15/06/22	Wed 15/06/22			Late
134	0%	➡	Do we need to amend any other Instruments?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
137	8%	➡	Part 67 Plain English Guide (PEG)	350 days	Mon 2/05/22	Fri 1/09/23			Late
138	9%	➡	First draft of PEG developed (concurrent with developing the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	215 days	Mon 2/05/22	Fri 24/02/23		Ceri Bartlett,Ron Bartsch	Late
139	0%	➡	Consult with internal stakeholders (together with the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	10 days	Mon 27/02/23	Fri 10/03/23	138	Ceri Bartlett	Late
140	0%	➡	Second draft circulated to TWG members for review (together with Policy Statement and draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	45SS	Mwala Putebo	Late
141	0%	➡	Third draft available for public consultation (together with the SPC document and draft Instrument for Class 4 Medical Certificate)	20 days	Mon 24/07/23	Fri 18/08/23	94SS	Ceri Bartlett	Late
142	0%	➡	PEG updated as a result of public consultation	10 days	Mon 21/08/23	Fri 1/09/23	141	Ceri Bartlett,Ron Bartsch	Late
143	0%	➡	Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 1/09/23	Fri 1/09/23	142		Late
144	0%	➡	Financial Impacts	21 days	Thu 23/02/23	Thu 23/03/23			Late
145	0%	➡	Complete Costing Workbook with the Finance Branch (should this meeting be earlier i.e. is this info needed for the Policy Statement?)	1 day	Thu 23/02/23	Thu 23/02/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
146	0%	➡	Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	145	Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
147	0%	➡	Develop Minute/Issues Paper re costs associated with a decentralised model	10 days	Fri 10/03/23	Thu 23/03/23	146	Kate Manderson	Late
148	0%	➡	Additional tasks to be added following discussions with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	146	Denise Morman	Late
149	65%	➡	Journey Map (current and future state)	120 days	Mon 4/07/22	Fri 16/12/22			Late
150	100%	➡	RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren	Complete
151	100%	➡	Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg	Complete







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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
152		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	151	Ben MacLaren,Denise Morman	Complete
153		75%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	152SS	Ben MacLaren,Denise Morman	Late
154		0%		Draft Journey Map prepared and reworked until final	103 days	Wed 20/07/22	Fri 9/12/22	152SS	Ben MacLaren	Late
155		0%		Journey map approved	5 days	Mon 12/12/22	Fri 16/12/22	154	Simon Gojkovic,John Grima	Late
156		0%		Journey map complete	0 days	Fri 16/12/22	Fri 16/12/22	155		Late
157		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Fri 28/07/23	Fri 27/10/23			Late
158		0%		Circulate approved Policy Statement to Section Manager Regulatory Impact Analysis	1 day	Fri 28/07/23	Fri 28/07/23	54	Denise Morman	Late
159		0%		If needed, RIB/SED relevant staff meet to discuss the Policy Statement	1 day	Fri 28/07/23	Fri 28/07/23	55	David Gilbert,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
160		0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 31/07/23	Fri 25/08/23	159	David Gilbert	Late
161		0%		PIA reviewed and approved	5 days	Mon 28/08/23	Fri 1/09/23	160	John Grima,Andreas Marcelja	Late
162		0%		Approved PIA circulated to the OBPR to determine if a RIS is required (or a RIS exemption)	20 days	Mon 4/09/23	Fri 29/09/23	161	David Gilbert	Late
163		0%		Additional tasks to be added following outcome of above task	20 days	Mon 2/10/23	Fri 27/10/23	162	Denise Morman	Late
164		0%		Ministerial Submission (MinSub) Approval	46 days	Tue 6/02/24	Tue 9/04/24			Late
165		0%		Prepare MinSub	20 days	Tue 6/02/24	Mon 4/03/24	212	Policy Officer	Late
166		0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Tue 5/03/24	Mon 11/03/24	165	Paul Hibberd	Late
167		0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and G&PS	5 days	Tue 5/03/24	Mon 11/03/24	165	Roger Crosthwaite,Adam Anastasi,John Grima,Andreas Marcelja,Leah Marshall	Late
168		0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Tue 12/03/24	Mon 18/03/24	167	Denise Morman	Late
169		0%		MinSub submitted to G&PS for DAS approval	1 day	Tue 19/03/24	Tue 19/03/24	168	Denise Morman	Future Task
170		0%		MinSub approved by the DAS	3 days	Wed 20/03/24	Fri 22/03/24	169	Pip Spence	Future Task
171		0%		G&PS submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Mon 25/03/24	Mon 25/03/24	170	Leah Marshall	Future Task
172		0%		MinSub and policy papers are noted by the Minister's office	10 days	Tue 26/03/24	Mon 8/04/24	171	Minister's office	Future Task
173		0%		G&PS notifies project stakeholders of noted MinSub and policy papers	1 day	Tue 9/04/24	Tue 9/04/24	172	Leah Marshall	Future Task
174		0%		MinSub Approval complete	0 days	Tue 9/04/24	Tue 9/04/24	173		Future Task
175		11%		Change Impact Analysis / Benefits Realisation	72 days	Wed 2/11/22	Thu 9/02/23			Late
176		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Complete
177		0%		Conduct workshop covering Change Impact Analysis and Benefits Realisation	1 day	Tue 24/01/23	Tue 24/01/23		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
178		0%		Identify and document change impacts and benefits	5 days	Wed 25/01/23	Tue 31/01/23	177	Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
179		0%		Document circulated to workshop stakeholders for feedback	5 days	Wed 1/02/23	Tue 7/02/23	178	Denise Morman	Late
180		0%		Update Policy Statement re Change Impact Analysis	1 day	Wed 8/02/23	Wed 8/02/23	179	Policy Officer	Late





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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
181	0%		Update Benefits Realisation section of Project Management Plan	1 day	Thu 9/02/23	Thu 9/02/23	180	Denise Morman	Late
182	0%		Change Impact Analysis and Benefits Realisation completed	0 days	Thu 9/02/23	Thu 9/02/23	181		Late
183	0%		Risk Assessment Workshop Conducted / Risk Register Developed	16 days	Thu 24/11/22	Thu 15/12/22			Late
184	0%		Conduct workshop	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts	Late
185	0%		Develop Risk Register	5 days	Fri 25/11/22	Thu 1/12/22	184	Mark Roberts,Denise Morman	Late
186	0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Fri 2/12/22	Thu 8/12/22	185	Denise Morman	Late
187	0%		Risk Register updated and approved	5 days	Fri 9/12/22	Thu 15/12/22	186	Denise Morman	Late
188	0%		Risk Register developed	0 days	Thu 15/12/22	Thu 15/12/22	187		Late
189	0%		Establish Steering Committee and Terms of Reference	18 days	Mon 27/02/23	Wed 22/03/23			Late
190	0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Mon 27/02/23	Fri 3/03/23	4255	Denise Morman	Late
191	0%		Steering Committee members review TOR and provide feedback	5 days	Mon 6/03/23	Fri 10/03/23	190	Steering Committee members	Late
192	0%		TOR updated and signed off	3 days	Mon 13/03/23	Wed 15/03/23	191	Denise Morman,Andreas Marcelja	Late
193	0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Thu 16/03/23	Wed 22/03/23	192	Denise Morman	Late
194	0%		Steering Committee established and Terms of Reference approved	0 days	Wed 22/03/23	Wed 22/03/23	193		Late
195	8%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23			Late
196	10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Denise Morman	Late
197	0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	196	Paul Hibberd,Steering Committee members	Late
198	0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	197	Steering Committee members	Late
199	0%		PMP reviewed and approved by RI BM	3 days	Mon 1/05/23	Wed 3/05/23	198	Paul Hibberd	Late
200	0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	199	Nathan Sullivan	Late
201	0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	200	John Grima	Late
202	0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	201	Andreas Marcelja	Late
203	0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	202	Chris Monahan	Late
204	0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	203		Late
205	0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Tue 10/10/23	Mon 16/10/23			Late
206	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 10/10/23	Wed 11/10/23	105	Denise Morman	Late
207	0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Thu 12/10/23	Thu 12/10/23	206	Denise Morman,Paul Hibberd	Late
208	0%		Update Gate Review documentation and circulate	2 days	Fri 13/10/23	Mon 16/10/23	207	Denise Morman	Late
209	0%		Gate Review completed	0 days	Mon 16/10/23	Mon 16/10/23	208		Late
210	0%		REGULATORY DEVELOPMENT PHASE	438 days	Tue 17/10/23	Thu 19/06/25			Late
211	0%		Regulations, CATS and Fees Regulations	438 days	Tue 17/10/23	Thu 19/06/25			Late
212	0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations	80 days	Tue 17/10/23	Mon 5/02/24	209	Policy Officer	Late
213	0%		Consult DIs with internal stakeholders	5 days	Tue 6/02/24	Mon 12/02/24	212	Policy Officer	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
214		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Tue 13/02/24	Mon 26/02/24	213	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
215		0%		Settled DIs approved by SRO	3 days	Tue 27/02/24	Thu 29/02/24	214	Andreas Marcelja	Late
216		0%		Draft OPC Readiness Minute for EM approval	5 days	Fri 1/03/24	Thu 7/03/24	215	Policy Officer	Late
217		0%		OPC Readiness Minute approved by A/EM SED	2 days	Fri 8/03/24	Mon 11/03/24	216	Chris Monahan,Andreas Marcelja	Late
218		0%		CASA clearance to commence drafting with OPC	2 days	Tue 12/03/24	Wed 13/03/24	217	Paul Hibberd	Late
219		0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	218	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Late
220		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	219	Mwala Putebo	Future Task
221		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	220	Part 67 TWG members	Future Task
222		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	221	Part 67 TWG members	Future Task
223		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	222	Mwala Putebo	Future Task
224		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	223	Part 67 TWG members,Mwala Putebo	Future Task
225		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	224	Kate Manderson	Future Task
226		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	224	Mwala Putebo	Future Task
227		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	226	Web team	Future Task
228		0%		Exposure Draft updated with TWG and ASAP feedback - CASA and OPC rework until finalised	20 days	Thu 20/06/24	Wed 17/07/24	226SS	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Future Task
229		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	226	Pat Murray	Future Task
230		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	229	Pip Spence	Future Task
231		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	230	Pip Spence	Future Task
232		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	231	Amanda Palmer	Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
233		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	232	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
234		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	233SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
235		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	233SS	Mel Hamilton	Future Task
236		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	233SS	Elizabeth Goosen	Future Task
237		0%		Exposure Draft cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	233SS	Adam Anastasi	Future Task
238		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	237		Future Task
239		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	238SS+5 days		Future Task
240		0%		Consider consultation feedback and amend policy documents/prepare drafting instructions etc - CASA and OPC rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	239SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Policy Officer,OPC drafter	Future Task
241		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	239	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
242		0%		Draft SOC, amended policy documents and Exposure Draft reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	241	Policy Officer	Future Task
243		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	242	John Grima	Future Task
244		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	243	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
245		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	244	Amanda Palmer	Future Task
246		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	245	Amanda Palmer	Future Task
247		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	246		Future Task
248		0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Fri 13/09/24	Thu 26/09/24	238	Policy Officer	Future Task
249		0%		Letter to Minister and EM sent to the Department for initial review	1 day	Fri 27/09/24	Fri 27/09/24	248	Paul Hibberd,Leah Marshall	Future Task
250		0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Mon 30/09/24	Fri 11/10/24	249	Policy Officer,Adam Anastasi	Future Task
251		0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	7 days	Fri 13/09/24	Mon 23/09/24	248SS	Adam Anastasi	Future Task
252		0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	5 days	Mon 14/10/24	Fri 18/10/24	250	Policy Officer,Adam Anastasi,Kate Manderson,Tony Hochberg,John Grima,Nathan Sullivan	Future Task




























































Part 67 project schedule - v0.6 as at 15 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
253		0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	7 days	Fri 18/10/24	Mon 28/10/24	240	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,John Grima,Adam Anastasi,David Gilbert	Future Task
254		0%		Gate Review - are we ready to 'make' the rules	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
255		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	253FF	Denise Morman	Future Task
256		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	255	Paul Hibberd,Denise Morman	Future Task
257		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	256	Denise Morman	Future Task
258		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	257		Future Task
259		0%		'Make' process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
260		0%		CSC and LIRA approve Regulatory Approval package and sends to the DAS	3 days	Fri 25/10/24	Tue 29/10/24	255SS	John Grima,Adam Anastasi,Andreas Marcelja	Future Task
261		0%		DAS approves Regulatory Approval package	2 days	Wed 30/10/24	Fri 1/11/24	260	Pip Spence	Future Task
262		0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Mon 4/11/24	Mon 4/11/24	261	Paul Hibberd,Leah Marshall	Future Task
263		0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Tue 5/11/24	Mon 25/11/24	262	Department POC	Future Task
264		0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Tue 26/11/24	Wed 11/12/24	263	Minister's office	Future Task
265		0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Thu 12/12/24	Thu 12/12/24	264		Future Task
266		0%		Regulation Amendment Made	0 days	Thu 12/12/24	Thu 12/12/24	265		Future Task
267		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	266	Nadia Spesyvy	Future Task
268		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	267	Mel Hamilton	Future Task
269		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	268	Carlie Brewer	Future Task
270		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	268	Mel Hamilton	Future Task
271		0%		Disallowance Period	135 days	Fri 13/12/24	Thu 19/06/25			Future Task
272		0%		Part 67 amendment	135 days	Fri 13/12/24	Thu 19/06/25	266SS		Future Task
273		0%		Disallowance Period ended	0 days	Thu 19/06/25	Thu 19/06/25	272		Future Task
274		0%		Part 67 Manual of Standards (MOS)	299 days	Tue 31/10/23	Fri 20/12/24			Late
275		0%		Develop MOS Drafting Instructions (in conjunction with the reg DIs)	70 days	Tue 31/10/23	Mon 5/02/24	212FF	Policy Officer	Late
276		0%		Consult DIs with Internal stakeholders	3 days	Tue 6/02/24	Thu 8/02/24	213SS	Policy Officer	Late
277		0%		Settle DIs, SFR drafted and approved by BRO for submission to LIRA	8 days	Fri 9/02/24	Tue 20/02/24	276	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,John Grima,Andreas Marcelja	Late
278		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	15 days	Wed 21/02/24	Tue 12/03/24	277	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late

Part 67 project schedule - v0.6 as at 15 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
279		0%		SRO endorsement of DIs	1 day	Wed 13/03/24	Wed 13/03/24	278	Andreas Marcelja	Late
280		0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	279	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
281		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	280	Mwala Putebo	Future Task
282		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	281	Part 67 TWG members	Future Task
283		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	282	Part 67 TWG members	Future Task
284		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	283	Mwala Putebo	Future Task
285		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	284	Mwala Putebo,Part 67 TWG members	Future Task
286		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	285	Kate Manderson	Future Task
287		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	285	Mwala Putebo	Future Task
288		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	287	Web team	Future Task
289		0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	8 days	Mon 1/07/24	Wed 10/07/24	287	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Future Task
290		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	287	Pat Murray	Future Task
291		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	290	Pip Spence	Future Task
292		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	291	Pip Spence	Future Task
293		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	292	Amanda Palmer	Future Task
294		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	293	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
295		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	294SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
296		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	294SS	Mel Hamilton	Future Task
297		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	294SS	Elizabeth Goosen	Future Task
298		0%		MOS cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	294SS	Adam Anastasi	Future Task
299		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	298		Future Task
300		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	299SS+5 days		Future Task

Part 67 project schedule - v0.6 as at 15 Nov 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
301		0%		Consider consultation feedback and amend MOS - Policy Officer, AvMed SMEs and LIRA rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	300SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
302		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	300	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
303		0%		Draft SOC and MOS reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	302	Policy Officer	Future Task
304		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	303	John Grima	Future Task
305		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	304	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
306		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	305	Amanda Palmer	Future Task
307		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	306	Amanda Palmer	Future Task
308		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	307		Future Task
309		0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	9 days	Wed 6/11/24	Mon 18/11/24	308	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
310		0%		Gate Review - are we ready to 'make' the MOS	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
311		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	303	Denise Morman	Future Task
312		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	311	Denise Morman,Paul Hibberd	Future Task
313		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	312	Denise Morman	Future Task
314		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	313		Future Task
315		0%		MOS Make Process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
316		0%		CSC and LIRA approve MOS Package and sends to DAS	3 days	Fri 25/10/24	Tue 29/10/24	311SS	Policy Officer,Adam Anastasi,John Grima,Andreas Marcelja	Future Task
317		0%		DAS approves MOS Package	3 days	Wed 30/10/24	Fri 1/11/24	316	Pip Spence	Future Task
318		0%		Contingency (if needed)	28 days	Mon 4/11/24	Wed 11/12/24	317		Future Task
319		0%		MOS Made (to be aligned with Reg make date)	0 days	Thu 12/12/24	Thu 12/12/24	266		Future Task
320		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	319	Nadia Spesyvy	Future Task
321		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	320	Mel Hamilton	Future Task
322		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	321	Carlie Brewer	Future Task
323		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	321	Mel Hamilton	Future Task
324		0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24			Future Task
343		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late
344		0%		Implementation Plan	1 day?	Wed 15/06/22	Wed 15/06/22			Late
346		0%		Transition Strategy	1 day?	Wed 15/06/22	Wed 15/06/22			Late
348		0%		Critical Guidance Material	1 day?	Wed 15/06/22	Wed 15/06/22			Late
350		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late

Part 67 project schedule - v0.7 as at 2 Dec 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
1	13%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2121 days?	Fri 6/10/17	Fri 21/11/25			Late
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17			Complete
3	100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17			Complete
4	19%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	930 days?	Mon 2/05/22	Fri 21/11/25			Late
5	86%		Industry feedback on Discussion Paper (DP) 2206FS	165 days	Mon 2/05/22	Fri 16/11/22			Late
6	100%		Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22			Complete
7	100%		Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Mark Lilley,Denise Morman	Complete
8	100%		AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
9	100%		Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Alison Hayward	Complete
10	100%		Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Tony Stanton,Steve Fickling	Complete
11	100%		Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Adam Anastasi	Complete
12	100%		Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Mel Hamilton,Fran Hannan	Complete
13	100%		AvMed team update SOC following feedback from Safety Promotion	3 days	Fri 12/08/22	Tue 16/08/22	12	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
14	100%		SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	John Grima	Complete
15	100%		SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Mwala Putebo	Complete
16	100%		SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Mwala Putebo	Complete
17	100%		TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Part 67 TWG members	Complete
18	100%		Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Part 67 TWG members	Complete
19	100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Mwala Putebo	Complete
20	100%		TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Part 67 TWG members,Mwala Putebo	Complete
21	100%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Kate Manderson	Complete
22	100%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 15/09/22	Fri 23/09/22	21	Mwala Putebo	Complete
23	100%		TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Web team	Complete
24	100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		John Grima	Complete
25	100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Carlie Brewer,Maryanne Ashton-Sporne	Complete
26	100%		SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Amanda Palmer	Complete
27	100%		Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26		Complete
28	100%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 d	Amanda Palmer	Complete
29	100%		SOC and responses published to Consultation Hub and comms released	1 day	Mon 26/09/22	Mon 26/09/22	28	Web team	Complete
30	100%		Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF		Complete
31	100%		Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF		Complete
32	100%		ASAP Chair formulates advice and provides to the DAS for consideration	30 days	Mon 26/09/22	Fri 4/11/22	22	Pat Murray	Complete

Part 67 project schedule - v0.7 as at 2 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
33		5%		DAS to consider ASAP advice (including consultation with the ASC if required)	30 days	Mon 7/11/22	Fri 16/12/22	32	Pip Spence	Late
34		100%		Board Paper to be developed for presenting at the 7 December 2022 Board Meeting	5 days	Mon 7/11/22	Fri 11/11/22	32	Kate Manderson	Complete
35		100%		Board Paper reviewed by AvMed team and provided to Andreas Marcelja for review	4 days	Wed 15/06/22	Wed 16/11/22	34	John Grima,Nathan Sullivan,Tony Hochberg	Complete
36		100%		Board Paper provided to RIB for review	1 day	Wed 23/11/22	Wed 23/11/22		Nathan Sullivan,Paul Hibberd,Denise Morman	Complete
37		100%		Board Paper approved by Andreas Marcelja and provided to the Governance Secretariat by 23 November 2022	5 days	Thu 17/11/22	Wed 23/11/22	35	Andreas Marcelja	Complete
38		0%		Board Paper presented at the 7 December 2022 Board Meeting	1 day	Wed 7/12/22	Wed 7/12/22		Andreas Marcelja	Late
39		0%		Options Paper to be developed for presenting at the 12 December 2022 ASC meeting	6 days	Thu 17/11/22	Thu 24/11/22	35	Kate Manderson	Late
40		100%		Options Paper reviewed by AvMed team and provided to Andreas Marcelja for review	3 days	Fri 25/11/22	Tue 29/11/22	39	John Grima,Nathan Sullivan,Tony Hochberg	Complete
41		100%		Options Paper approved by Andreas Marcelja and provided to the Governance Secretariat by 1 December 2022	2 days	Wed 30/11/22	Thu 1/12/22	40	Andreas Marcelja	Complete
42		0%		Options Paper presented at the 12 December 2022 ASC meeting	1 day	Mon 12/12/22	Mon 12/12/22		Andreas Marcelja	Late
43		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	4 days	Tue 13/12/22	Fri 16/12/22	42	Pip Spence	Late
44		0%		Public Consultation on Discussion Paper complete	0 days	Fri 16/12/22	Fri 16/12/22	43		Late
45		0%		Policy Position Document (PPD) aka Policy Statement - Internal and TWG Consultation Only	219 days	Mon 26/09/22	Thu 27/07/23			Late
46		0%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	55 days	Mon 26/09/22	Fri 9/12/22	22	Paul Hibberd,Denise Morman	Late
47		0%		Develop Policy Statement (for Part 67 Amendment including bringing forward the Class 4 Medical Certificate, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	55 days	Mon 12/12/22	Fri 24/02/23	46	Policy Officer	Late
48		0%		Consult Policy Statement, draft PEG and Dis for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	47	Policy Officer	Late
49		0%		Policy Statement and draft PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (refer rows 100, 101, 102 re SFR for the Class 4 instrument)	10 days	Mon 13/03/23	Fri 24/03/23	48	Adam Anastasi,John Grima,Roger Crosthwaite,Andreas Marcelja	Late
50		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 5/05/23	Tue 9/05/23	105SS	Mwala Putebo	Late
51		0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	50	Part 67 TWG members	Late
52		0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	51	Part 67 TWG members	Late
53		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 25/05/23	Thu 25/05/23	52	Mwala Putebo	Late
54		0%		TWG provide feedback and secretariat updates draft TWG report	5 days	Fri 26/05/23	Thu 1/06/23	53	Part 67 TWG members,Mwala Putebo	Late
55		0%		TWG report circulated to ASAP for feedback/approval	7 days	Fri 2/06/23	Mon 12/06/23	54	Mwala Putebo	Late
56		0%		TWG report published on CASA website	1 day	Tue 13/06/23	Tue 13/06/23	55	Web team	Late
57		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Tue 13/06/23	Mon 26/06/23	55	Pat Murray	Late













Part 67 project schedule - v0.7 as at 2 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
58		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Tue 27/06/23	Mon 24/07/23	57	Pip Spence	Late
59		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Tue 25/07/23	Tue 25/07/23	58	Pip Spence	Late
60		0%		Policy Statement settled and circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	40 days	Fri 2/06/23	Thu 27/07/23	55SS	Policy Officer	Late
61		0%		Policy Position Document complete - internal version only	0 days	Thu 27/07/23	Thu 27/07/23	60		Late
62		3%		Communication Strategy	856 days	Fri 12/08/22	Fri 21/11/25			Late
63		20%		Develop Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan	Late
64		0%		Communication Strategy reviewed and approved	10 days	Wed 1/03/23	Tue 14/03/23	63	Mel Hamilton,Fran Hannan,John Grima,Nathan Sullivan,Andreas Marcelja	Late
65		0%		Milestone Plans developed as required until end of implementation/transition	703 days	Wed 15/03/23	Fri 21/11/25	64	Mel Hamilton,Fran Hannan	Late
66		0%		Communication Strategy and milestone plans complete	0 days	Fri 21/11/25	Fri 21/11/25	65		Future Task
67		45%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	210 days?	Wed 15/06/22	Tue 4/04/23			Late
68		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman	Complete
69		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	68	Nicky Speers,Tony Hochberg	Complete
70		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	69FF	Nicky Speers	Complete
71		0%		Status update meeting with Training Branch and AvMed SMEs re outcome of Options Paper presented at 12 December ASC meeting	1 day	Tue 13/12/22	Tue 13/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman	Late
72		0%		TES and TNA to be continually updated in preparation for sign-off	120 days	Wed 12/10/22	Tue 28/03/23	70	Nicky Speers	Late
73		0%		TES and TNA reviewed and approved	5 days	Wed 29/03/23	Tue 4/04/23	72	Nicky Speers,Kevin Evans,John Grima,Nathan Sullivan,Andreas Marcelja	Late
74		0%		TES and TNA complete	0 days	Tue 4/04/23	Tue 4/04/23	73		Late
75		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22			Late
77		91%		External Training and Education	85 days	Sat 1/10/22	Fri 27/01/23			Late
78		97%		Specialist Aviation Medicine Familiarisation Course (initial Cardiologist training)	51 days	Sat 1/10/22	Mon 12/12/22			Late
79		100%		Draft program , lesson plans and scenarios	1 day	Sat 1/10/22	Mon 3/10/22		Kate Manderson	Complete
80		100%		Refine content, case materials, identify faculty etc.	34 days	Tue 4/10/22	Fri 18/11/22	79	Kate Manderson,Tony Hochberg	Complete
81		100%		Course delivered in Sydney (19/20 November 2022)	1 day	Sat 19/11/22	Mon 21/11/22		Kate Manderson,Tony Hochberg	Complete
82		0%		Course delivered in Melbourne (10/11 December 2022)	1 day	Sat 10/12/22	Mon 12/12/22		Kate Manderson,Tony Hochberg	Late
83		0%		Specialist Aviation Medicine Familiarisation Course delivered to Cardiologists	0 days	Mon 12/12/22	Mon 12/12/22	82		Late

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
84	0%	➔	ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22			Late
85	0%	➔	Second Aviation Medical Examiner Refresher Workshop	2 days	Mon 12/12/22	Tue 13/12/22		Kate Manderson	Late
86	0%	➔	Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation - Asia Pacific (CAPSCA-AP) Meeting	2 days	Wed 14/12/22	Thu 15/12/22	85	Kate Manderson	Late
87	0%	➔	ICAO Workshop and Meeting attended	0 days	Thu 15/12/22	Thu 15/12/22	86		Late
88	0%	➔	Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23			Late
89	0%	➔	Conference attended 27-29 January 2023	1 day	Fri 27/01/23	Fri 27/01/23		Tony Hochberg	Late
90	0%	➔	Conference attended	0 days	Fri 27/01/23	Fri 27/01/23	89		Late
91	0%	➔	SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 4 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	344 days?	Wed 15/06/22	Mon 9/10/23			Late
92	0%	➔	Develop new Class 4 standard and amend Assessing Fitness To Drive (AFTD) standards	140 days?	Mon 19/12/22	Fri 30/06/23	43		Late
93	0%	➔	Initial meeting with National Transport Commission, Austroads and Chief Medical Officer (CMO) of Transport for NSW to discuss the new standard and form a working group to develop guidance (Kate to confirm if this has occurred)	1 day?	Mon 19/12/22	Mon 19/12/22		Kate Manderson	Late
94	0%	➔	Working Group to meet and commence preparing guidance - Feb/March 2023?	1 day?	Mon 19/12/22	Mon 19/12/22			Late
95	0%	➔	Guidance developed, reviewed and approved - April/May/June 2023?	1 day?	Mon 19/12/22	Mon 19/12/22			Late
96	0%	➔	Amended AFTD published - 30 June 2023?	1 day	Fri 30/06/23	Fri 30/06/23			Late
97	0%	➔	Class 4 standard developed and AFTD amended	0 days	Fri 30/06/23	Fri 30/06/23	96		Late
98	0%	➔	Instrument for Class 4 Medical Certificate	241 days?	Wed 15/06/22	Mon 9/10/23			Late
99	0%	➔	Prepare Dis for Instrument (concurrent with developing the Policy Statement)	55 days	Mon 12/12/22	Fri 24/02/23	47SS	Policy Officer	Late
100	0%	➔	Consult Policy Statement, draft PEG and Dis for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	99	Policy Officer	Late
101	0%	➔	SFR for the Instrument developed and cleared by CSC Branch Manager	5 days	Mon 13/03/23	Fri 17/03/23	100	Policy Officer,Nathan Sullivan,John Grima	Late
102	0%	➔	SFR approved by A/EM SED	3 days	Mon 20/03/23	Wed 22/03/23	101	Andreas Marcelja	Late
103	0%	➔	Approved SFR submitted to LIRA	1 day	Thu 23/03/23	Thu 23/03/23	102	John Grima	Late
104	0%	➔	Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled	30 days	Fri 24/03/23	Thu 4/05/23	103	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
105	0%	➔	Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 5/05/23	Tue 9/05/23	104	Mwala Putebo	Late
106	0%	➔	TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	105	Part 67 TWG members	Late
107	0%	➔	Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	106	Part 67 TWG members	Late
108	0%	➔	Rework Instrument based on TWG feedback until settled and cleared for public consultation	30 days	Thu 25/05/23	Wed 5/07/23	107	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,John Grima	Late
109	0%	➔	Summary of Proposed Change (SPC) document developed and cleared for public consultation	12 days	Thu 6/07/23	Fri 21/07/23	108	John Grima,Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
110		0%		Draft questions for survey system (in conjunction with Elizabeth and the Policy Officer converting the internal Policy Statement into the external Policy Proposal Document)	12 days	Thu 6/07/23	Fri 21/07/23	109FF	Nathan Sullivan, Kate Manderson, Tony Hochberg, Policy Officer, Elizabeth Goosen	Late
111		0%		Develop associated email notification comms and seek approval	5 days	Mon 17/07/23	Fri 21/07/23	109FF	Mel Hamilton	Late
112		0%		Set up Consultation Hub survey system	12 days	Thu 6/07/23	Fri 21/07/23	109FF	Elizabeth Goosen	Late
113		0%		Public Consultation	20 days	Mon 24/07/23	Fri 18/08/23	112		Late
114		0%		Analysis of consultation feedback and settled instrument content	20 days	Mon 31/07/23	Fri 25/08/23	113SS+5		Late
115		0%		Summary of Consultation (SOC) developed, approved and published	30 days	Mon 7/08/23	Fri 15/09/23	114SS+5		Late
116		0%		Develop explanatory statement and Statement of Compatibility with Human Rights (SCHR)	5 days	Mon 7/08/23	Fri 11/08/23	115SS	Policy Officer, Adam Anastasi	Late
117		0%		Finalise instrument package and complete editorial reviews	5 days	Mon 18/09/23	Fri 22/09/23	115	Adam Anastasi	Late
118		0%		Instrument package cleared by CSC Branch and A/EM SED and submitted to LIRA	2 days	Mon 25/09/23	Tue 26/09/23	117	John Grima, Andreas Marcelja, Adam Anastasi	Late
119		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	4 days	Wed 27/09/23	Mon 2/10/23	118	Adam Anastasi, Pip Spence	Late
120		0%		Instrument Made	0 days	Mon 2/10/23	Mon 2/10/23	119		Late
121		0%		Register on FRLI (within 4 days)	4 days	Tue 3/10/23	Fri 6/10/23	120	Nadia Spesyvy	Late
122		0%		Notify internal stakeholders	1 day	Mon 9/10/23	Mon 9/10/23	121	Mel Hamilton	Late
123		0%		Update project webpage	1 day	Mon 9/10/23	Mon 9/10/23	121	Carlie Brewer	Late
124		0%		Update subscriber notifications	1 day	Mon 9/10/23	Mon 9/10/23	121	Mel Hamilton	Late
125		0%		Instrument for Class 4 Medical Certificate complete (excluding implementation/transition)	0 days	Mon 9/10/23	Mon 9/10/23	124		Late
126		0%		Guidance Material - to be updated / new?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
130		0%		Temporary Management Instruction (TMI)?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
134		0%		Update Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22			Late
137		0%		Global dropbox developed (in relation to updated Clinical Practice Guidelines)	1 day?	Wed 15/06/22	Wed 15/06/22			Late
139		0%		Forms, Checklists	1 day?	Wed 15/06/22	Wed 15/06/22			Late
143		0%		Processes, Procedures, Work Instructions, Manuals	1 day?	Wed 15/06/22	Wed 15/06/22			Late
147		0%		System Changes? E.g. myCASA portal, MRS	1 day?	Wed 15/06/22	Wed 15/06/22			Late
148		0%		Provide a briefing to ITB on potential MRS changes (resources needed, potential problems, etc)	1 day?	Wed 15/06/22	Wed 15/06/22			Late
149		0%		Pilot and doctor questionnaires - new section of MRS or same process s BC2 with a printed form?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
150		0%		Transition to Class 4 from Basic Class 2	1 day?	Wed 15/06/22	Wed 15/06/22			Late
154		0%		Do we need to amend any other Instruments?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
157		9%		Part 67 Plain English Guide (PEG)	350 days	Mon 2/05/22	Fri 1/09/23			Late
158		10%		First draft of PEG developed (concurrent with developing the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	215 days	Mon 2/05/22	Fri 24/02/23		Ceri Bartlett, Ron Bartsch	Late
159		0%		Consult with internal stakeholders (together with the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	10 days	Mon 27/02/23	Fri 10/03/23	158	Ceri Bartlett	Late
160		0%		Second draft circulated to TWG members for review (together with Policy Statement and draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	51SS	Mwala Putebo	Late
161		0%		Third draft available for public consultation (together with the SPC document and draft Instrument for Class 4 Medical Certificate)	20 days	Mon 24/07/23	Fri 18/08/23	113SS	Ceri Bartlett	Late
162		0%		PEG updated as a result of public consultation	10 days	Mon 21/08/23	Fri 1/09/23	161	Ceri Bartlett, Ron Bartsch	Late







































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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
163		0%		Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 1/09/23	Fri 1/09/23	162		Late
164		0%		Financial Impacts	21 days	Thu 23/02/23	Thu 23/03/23			Late
165		0%		Complete Costing Workbook with the Finance Branch	1 day	Thu 23/02/23	Thu 23/02/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
166		0%		Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	165	Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
167		0%		Develop Minute/Issues Paper re costs associated with a decentralised model	10 days	Fri 10/03/23	Thu 23/03/23	166	Kate Manderson	Late
168		0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	166	Denise Morman	Late
169		92%		Journey Map (current and future state)	120 days	Mon 4/07/22	Fri 16/12/22			Late
170		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren	Complete
171		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg	Complete
172		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	171	Ben MacLaren,Denise Morman	Complete
173		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	172SS	Ben MacLaren,Denise Morman	Complete
174		75%		Draft Journey Map prepared and reworked until final (current state only)	103 days	Wed 20/07/22	Fri 9/12/22	172SS	Ben MacLaren	Late
175		0%		Journey map approved (current state only)	5 days	Mon 12/12/22	Fri 16/12/22	174	Simon Gojkovic,John Grima	Late
176		0%		Journey map complete	0 days	Fri 16/12/22	Fri 16/12/22	175		Late
177		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Fri 28/07/23	Fri 27/10/23			Late
178		0%		Circulate approved Policy Statement to Section Manager Regulatory Impact Analysis	1 day	Fri 28/07/23	Fri 28/07/23	60	Denise Morman	Late
179		0%		If needed, RIB/SED relevant staff meet to discuss the Policy Statement	1 day	Fri 28/07/23	Fri 28/07/23	61	David Gilbert,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
180		0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 31/07/23	Fri 25/08/23	179	David Gilbert	Late
181		0%		PIA reviewed and approved	5 days	Mon 28/08/23	Fri 1/09/23	180	John Grima,Andreas Marcelja	Late
182		0%		Approved PIA circulated to the Office of Impact Analysis (OIA) to determine if a RIS is required (or a RIS exemption)	20 days	Mon 4/09/23	Fri 29/09/23	181	David Gilbert	Late
183		0%		Additional tasks to be added following outcome of above task	20 days	Mon 2/10/23	Fri 27/10/23	182	Denise Morman	Late
184		0%		Ministerial Submission (MinSub) Approval	46 days	Tue 6/02/24	Tue 9/04/24			Late
185		0%		Prepare MinSub	20 days	Tue 6/02/24	Mon 4/03/24	235	Policy Officer	Late
186		0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Tue 5/03/24	Mon 11/03/24	185	Paul Hibberd	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
187		0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and G&PS	5 days	Tue 5/03/24	Mon 11/03/24	185	Roger Crosthwaite,Adam Anastasi,John Grima,Andreas Marcelja,Leah Marshall	Late
188		0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Tue 12/03/24	Mon 18/03/24	187	Denise Morman	Late
189		0%		MinSub submitted to G&PS for DAS approval	1 day	Tue 19/03/24	Tue 19/03/24	188	Denise Morman	Future Task
190		0%		MinSub approved by the DAS	3 days	Wed 20/03/24	Fri 22/03/24	189	Pip Spence	Future Task
191		0%		G&PS submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Mon 25/03/24	Mon 25/03/24	190	Leah Marshall	Future Task
192		0%		MinSub and policy papers are noted by the Minister's office	10 days	Tue 26/03/24	Mon 8/04/24	191	Minister's office	Future Task
193		0%		G&PS notifies project stakeholders of noted MinSub and policy papers	1 day	Tue 9/04/24	Tue 9/04/24	192	Leah Marshall	Future Task
194		0%		MinSub Approval complete	0 days	Tue 9/04/24	Tue 9/04/24	193		Future Task
195		11%		Change Impact Analysis / Benefits Realisation	72 days	Wed 2/11/22	Thu 9/02/23			Late
196		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Complete
197		0%		Conduct workshop covering Change Impact Analysis and Benefits Realisation	1 day	Tue 24/01/23	Tue 24/01/23		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
198		0%		Identify and document change impacts and benefits	5 days	Wed 25/01/23	Tue 31/01/23	197	Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
199		0%		Document circulated to workshop stakeholders for feedback	5 days	Wed 1/02/23	Tue 7/02/23	198	Denise Morman	Late
200		0%		Update Policy Statement re Change Impact Analysis	1 day	Wed 8/02/23	Wed 8/02/23	199	Policy Officer	Late
201		0%		Update Benefits Realisation section of Project Management Plan	1 day	Thu 9/02/23	Thu 9/02/23	200	Denise Morman	Late
202		0%		Change Impact Analysis and Benefits Realisation completed	0 days	Thu 9/02/23	Thu 9/02/23	201		Late
203		4%		Risk Assessment Workshop Conducted / Risk Register Developed	80 days	Thu 24/11/22	Wed 15/03/23			Late
204		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts	Complete
205		0%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Wed 7/12/22	Wed 7/12/22		Mark Roberts	Late
206		0%		Outcomes of risk assessment workshops reviewed and agreed	2 days	Thu 8/12/22	Fri 9/12/22	205		Late
207		0%		Risk assessment workshop - Part 67 reg amendment (Date TBC - 22 Feb 2023?)	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts	Late
208		0%		Develop Risk Register	5 days	Thu 23/02/23	Wed 1/03/23	207	Mark Roberts,Denise Morman	Late
209		0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Thu 2/03/23	Wed 8/03/23	208	Denise Morman	Late
210		0%		Risk Register updated and approved	5 days	Thu 9/03/23	Wed 15/03/23	209	Denise Morman	Late
211		0%		Risk Register developed	0 days	Wed 15/03/23	Wed 15/03/23	210		Late
212		0%		Establish Steering Committee and Terms of Reference	18 days	Mon 27/02/23	Wed 22/03/23			Late
213		0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Mon 27/02/23	Fri 3/03/23	4855	Denise Morman	Late
214		0%		Steering Committee members review TOR and provide feedback	5 days	Mon 6/03/23	Fri 10/03/23	213	Steering Committee members	Late
215		0%		TOR updated and signed off	3 days	Mon 13/03/23	Wed 15/03/23	214	Denise Morman,Andreas Marcelja	Late
216		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Thu 16/03/23	Wed 22/03/23	215	Denise Morman	Late
217		0%		Steering Committee established and Terms of Reference approved	0 days	Wed 22/03/23	Wed 22/03/23	216		Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
218		8%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23			Late
219		10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Denise Morman	Late
220		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	219	Paul Hibberd, Steering Committee members	Late
221		0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	220	Steering Committee members	Late
222		0%		PMP reviewed and approved by RI BM	3 days	Mon 1/05/23	Wed 3/05/23	221	Paul Hibberd	Late
223		0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	222	Nathan Sullivan	Late
224		0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	223	John Grima	Late
225		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 13/05/23	Tue 16/05/23	224	Andreas Marcelja	Late
226		0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	225	Chris Monahan	Late
227		0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	226		Late
228		0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Tue 10/10/23	Mon 16/10/23			Late
229		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 10/10/23	Wed 11/10/23	124	Denise Morman	Late
230		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Thu 12/10/23	Thu 12/10/23	229	Denise Morman, Paul Hibberd	Late
231		0%		Update Gate Review documentation and circulate	2 days	Fri 13/10/23	Mon 16/10/23	230	Denise Morman	Late
232		0%		Gate Review completed	0 days	Mon 16/10/23	Mon 16/10/23	231		Late
233		0%		REGULATORY DEVELOPMENT PHASE	438 days	Tue 17/10/23	Thu 19/06/25			Late
234		0%		Regulations, CATS and Fees Regulations	438 days	Tue 17/10/23	Thu 19/06/25			Late
235		0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations	80 days	Tue 17/10/23	Mon 5/02/24	232	Policy Officer	Late
236		0%		Consult DIs with internal stakeholders	5 days	Tue 6/02/24	Mon 12/02/24	235	Policy Officer	Late
237		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Tue 13/02/24	Mon 26/02/24	236	Policy Officer, Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi	Late
238		0%		Settled DIs approved by SRO	3 days	Tue 27/02/24	Thu 29/02/24	237	Andreas Marcelja	Late
239		0%		Draft OPC Readiness Minute for EM approval	5 days	Fri 1/03/24	Thu 7/03/24	238	Policy Officer	Late
240		0%		OPC Readiness Minute approved by A/EM SED	2 days	Fri 8/03/24	Mon 11/03/24	239	Chris Monahan, Andreas Marcelja	Late
241		0%		CASA clearance to commence drafting with OPC	2 days	Tue 12/03/24	Wed 13/03/24	240	Paul Hibberd	Late
242		0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	241	Policy Officer, Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, OPC drafter	Late
243		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	242	Mwala Putebo	Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
244		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	243	Part 67 TWG members	Future Task
245		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	244	Part 67 TWG members	Future Task
246		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	245	Mwala Putebo	Future Task
247		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	246	Part 67 TWG members,Mwala Putebo	Future Task
248		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	247	Kate Manderson	Future Task
249		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	247	Mwala Putebo	Future Task
250		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	249	Web team	Future Task
251		0%		Exposure Draft updated with TWG and ASAP feedback - CASA and OPC rework until finalised	20 days	Thu 20/06/24	Wed 17/07/24	249SS	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Future Task
252		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	249	Pat Murray	Future Task
253		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	252	Pip Spence	Future Task
254		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	253	Pip Spence	Future Task
255		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	254	Amanda Palmer	Future Task
256		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	255	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
257		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	256SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
258		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	256SS	Mel Hamilton	Future Task
259		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	256SS	Elizabeth Goosen	Future Task
260		0%		Exposure Draft cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	256SS	Adam Anastasi	Future Task
261		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	260		Future Task
262		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	261SS+5 days		Future Task
263		0%		Consider consultation feedback and amend policy documents/prepare drafting instructions etc - CASA and OPC rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	262SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Policy Officer,OPC drafter	Future Task

Part 67 project schedule - v0.7 as at 2 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
264		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	262	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
265		0%		Draft SOC, amended policy documents and Exposure Draft reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	264	Policy Officer	Future Task
266		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	265	John Grima	Future Task
267		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 11/11/24	266	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
268		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	267	Amanda Palmer	Future Task
269		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	268	Amanda Palmer	Future Task
270		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	269		Future Task
271		0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Fri 13/09/24	Thu 26/09/24	261	Policy Officer	Future Task
272		0%		Letter to Minister and EM sent to the Department for initial review	1 day	Fri 27/09/24	Fri 27/09/24	271	Paul Hibberd,Leah Marshall	Future Task
273		0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Mon 30/09/24	Fri 11/10/24	272	Policy Officer,Adam Anastasi	Future Task
274		0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	7 days	Fri 13/09/24	Mon 23/09/24	271SS	Adam Anastasi	Future Task
275		0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	5 days	Mon 14/10/24	Fri 18/10/24	273	Policy Officer,Adam Anastasi,Kate Manderson,Tony Hochberg,John Grima,Nathan Sullivan	Future Task
276		0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	7 days	Fri 18/10/24	Mon 28/10/24	263	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,John Grima,Adam Anastasi,David Gilbert	Future Task
277		0%		Gate Review - are we ready to 'make' the rules	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
278		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	276FF	Denise Morman	Future Task
279		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	278	Paul Hibberd,Denise Morman	Future Task
280		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	279	Denise Morman	Future Task
281		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	280		Future Task
282		0%		'Make' process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
283		0%		CSC and LIRA approve Regulatory Approval package and sends to the DAS	3 days	Fri 25/10/24	Tue 29/10/24	278SS	John Grima,Adam Anastasi,Andreas Marcelja	Future Task
284		0%		DAS approves Regulatory Approval package	3 days	Wed 30/10/24	Fri 1/11/24	283	Pip Spence	Future Task
285		0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Mon 4/11/24	Mon 4/11/24	284	Paul Hibberd,Leah Marshall	Future Task
286		0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Tue 5/11/24	Mon 25/11/24	285	Department POC	Future Task
287		0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Tue 26/11/24	Wed 11/12/24	286	Minister's office	Future Task






















Part 67 project schedule - v0.7 as at 2 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
288		0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Thu 12/12/24	Thu 12/12/24	287		Future Task
289		0%		Regulation Amendment Made	0 days	Thu 12/12/24	Thu 12/12/24	288		Future Task
290		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	289	Nadia Spesyvy	Future Task
291		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	290	Mel Hamilton	Future Task
292		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	291	Carlie Brewer	Future Task
293		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	291	Mel Hamilton	Future Task
294		0%		Disallowance Period	135 days	Fri 13/12/24	Thu 19/06/25			Future Task
295		0%		Part 67 amendment	135 days	Fri 13/12/24	Thu 19/06/25	289SS		Future Task
296		0%		Disallowance Period ended	0 days	Thu 19/06/25	Thu 19/06/25	295		Future Task
297		0%		Part 67 Manual of Standards (MOS)	299 days	Tue 31/10/23	Fri 20/12/24			Late
298		0%		Develop MOS Drafting Instructions (in conjunction with the reg DIs)	70 days	Tue 31/10/23	Mon 5/02/24	235FF	Policy Officer	Late
299		0%		Consult DIs with Internal stakeholders	3 days	Tue 6/02/24	Thu 8/02/24	236SS	Policy Officer	Late
300		0%		Settle DIs, SFR drafted and approved by SRO for submission to LIRA	8 days	Fri 9/02/24	Tue 20/02/24	299	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,John Grima,Andreas Marcelja	Late
301		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	15 days	Wed 21/02/24	Tue 12/03/24	300	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
302		0%		SRO endorsement of DIs	1 day	Wed 13/03/24	Wed 13/03/24	301	Andreas Marcelja	Late
303		0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	302	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
304		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	303	Mwala Putebo	Future Task
305		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	304	Part 67 TWG members	Future Task
306		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	305	Part 67 TWG members	Future Task
307		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	306	Mwala Putebo	Future Task
308		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	307	Mwala Putebo,Part 67 TWG members	Future Task
309		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	308	Kate Manderson	Future Task
310		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	308	Mwala Putebo	Future Task
311		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	310	Web team	Future Task
312		0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	8 days	Mon 1/07/24	Wed 10/07/24	310	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Future Task
313		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	310	Pat Murray	Future Task

Part 67 project schedule - v0.7 as at 2 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
314		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	313	Pip Spence	Future Task
315		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	314	Pip Spence	Future Task
316		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	315	Amanda Palmer	Future Task
317		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	316	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
318		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	317SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
319		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	317SS	Mel Hamilton	Future Task
320		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	317SS	Elizabeth Goosen	Future Task
321		0%		MOS cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	317SS	Adam Anastasi	Future Task
322		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	321		Future Task
323		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	20 days	Fri 23/08/24	Thu 3/10/24	322SS+5 days		Future Task
324		0%		Consider consultation feedback and amend MOS - Policy Officer, AvMed SMEs and LIRA rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	323SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
325		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	323	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
326		0%		Draft SOC and MOS reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	325	Policy Officer	Future Task
327		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	326	John Grima	Future Task
328		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	327	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
329		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	328	Amanda Palmer	Future Task
330		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	329	Amanda Palmer	Future Task
331		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	330		Future Task
332		0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	9 days	Wed 6/11/24	Mon 18/11/24	331	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
333		0%		Gate Review - are we ready to 'make' the MOS	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
334		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	326	Denise Morman	Future Task
335		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	334	Denise Morman,Paul Hibberd	Future Task
336		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	335	Denise Morman	Future Task
337		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	336		Future Task
338		0%		MOS Make Process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task

Part 67 project schedule - v0.7 as at 2 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
339		0%		CSC and LIRA approve MOS Package and sends to DAS	3 days	Fri 25/10/24	Tue 29/10/24	334SS	Policy Officer,Adam Anastasi,John Grima,Andreas Marcelja	Future Task
340		0%		DAS approves MOS Package	3 days	Wed 30/10/24	Fri 1/11/24	339	Pip Spence	Future Task
341		0%		Contingency (if needed)	28 days	Mon 4/11/24	Wed 11/12/24	340		Future Task
342		0%		MOS Made (to be aligned with Reg make date)	0 days	Thu 12/12/24	Thu 12/12/24	289		Future Task
343		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	342	Nadia Spesyvy	Future Task
344		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	343	Mel Hamilton	Future Task
345		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	344	Carlie Brewer	Future Task
346		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	344	Mel Hamilton	Future Task
347		0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24			Future Task
366		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late
367		0%		Implementation Plan	1 day?	Wed 15/06/22	Wed 15/06/22			Late
369		0%		Transition Strategy	1 day?	Wed 15/06/22	Wed 15/06/22			Late
371		0%		Critical Guidance Material	1 day?	Wed 15/06/22	Wed 15/06/22			Late
373		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late

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Part 67 project schedule - v0.8 as at 15 Dec 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
1	15%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2121 days?	Fri 6/10/17	Fri 21/11/25			Late
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17			Complete
3	100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17			Complete
4	22%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	930 days?	Mon 2/05/22	Fri 21/11/25			Late
5	86%		Industry feedback on Discussion Paper (DP) 2206FS	165 days	Mon 2/05/22	Fri 16/11/22			Late
6	100%		Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22			Complete
7	100%		Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Mark Lilley,Denise Morman	Complete
8	100%		AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
9	100%		Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Alison Hayward	Complete
10	100%		Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Tony Stanton,Steve Fickling	Complete
11	100%		Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Adam Anastasi	Complete
12	100%		Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Mel Hamilton,Fran Hannan	Complete
13	100%		AvMed team update SOC following feedback from Safety Promotion	3 days	Fri 12/08/22	Tue 16/08/22	12	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
14	100%		SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	John Grima	Complete
15	100%		SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Mwala Putebo	Complete
16	100%		SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Mwala Putebo	Complete
17	100%		TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Part 67 TWG members	Complete
18	100%		Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Part 67 TWG members	Complete
19	100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Mwala Putebo	Complete
20	100%		TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Part 67 TWG members,Mwala Putebo	Complete
21	100%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Kate Manderson	Complete
22	100%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 15/09/22	Fri 23/09/22	21	Mwala Putebo	Complete
23	100%		TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Web team	Complete
24	100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		John Grima	Complete
25	100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Carlie Brewer,Maryanne Ashton-Sporne	Complete
26	100%		SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Amanda Palmer	Complete
27	100%		Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26		Complete
28	100%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 d	Amanda Palmer	Complete
29	100%		SOC and responses published to Consultation Hub and comms released	1 day	Mon 26/09/22	Mon 26/09/22	28	Web team	Complete
30	100%		Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF		Complete
31	100%		Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF		Complete
32	100%		ASAP Chair formulates advice and provides to the DAS for consideration	30 days	Mon 26/09/22	Fri 4/11/22	22	Pat Murray	Complete

Part 67 project schedule - v0.8 as at 15 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
33		5%		DAS to consider ASAP advice (including consultation with the ASC if required)	30 days	Mon 7/11/22	Fri 16/12/22	32	Pip Spence	Late
34		100%		Board Paper to be developed for presenting at the 7 December 2022 Board Meeting	5 days	Mon 7/11/22	Fri 11/11/22	32	Kate Manderson	Complete
35		100%		Board Paper reviewed by AvMed team and provided to Andreas Marcelja for review	4 days	Wed 15/06/22	Wed 16/11/22	34	John Grima,Nathan Sullivan,Tony Hochberg	Complete
36		100%		Board Paper provided to RIB for review	1 day	Wed 23/11/22	Wed 23/11/22		Nathan Sullivan,Paul Hibberd,Denise Morman	Complete
37		100%		Board Paper approved by Andreas Marcelja and provided to the Governance Secretariat by 23 November 2022	5 days	Thu 17/11/22	Wed 23/11/22	35	Andreas Marcelja	Complete
38		100%		Board Paper presented at the 7 December 2022 Board Meeting	1 day	Wed 7/12/22	Wed 7/12/22		Andreas Marcelja	Complete
39		0%		ASC Papers (self-declared Class 4 and aeromedical decision making) to be developed for presenting at the xx February 2023 ASC meeting	6 days	Thu 17/11/22	Thu 24/11/22	35	Kate Manderson	Late
40		100%		ASC Papers reviewed by AvMed team and provided to Andreas Marcelja for review	3 days	Fri 25/11/22	Tue 29/11/22	39	John Grima,Nathan Sullivan,Tony Hochberg	Complete
41		100%		ASC Papers approved by Andreas Marcelja and provided to the Governance Secretariat by xx February 2023	2 days	Wed 30/11/22	Thu 1/12/22	40	Andreas Marcelja	Complete
42		0%		ASC Papers presented at the xx February 2023 ASC meeting	1 day	Mon 12/12/22	Mon 12/12/22		Andreas Marcelja	Late
43		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking (AFTER ASC MEETING)	4 days	Tue 13/12/22	Fri 16/12/22	42	Pip Spence	Late
44		0%		Public Consultation on Discussion Paper complete	0 days	Fri 16/12/22	Fri 16/12/22	43		Late
45		31%		Policy Position Document (PPD) aka Policy Statement - Internal and TWG Consultation Only	219 days	Mon 26/09/22	Thu 27/07/23			Late
46		75%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	65 days	Mon 26/09/22	Fri 23/12/22	22	Paul Hibberd,Denise Morman	Late
47		0%		Develop Policy Statement (for Part 67 Amendment including bringing forward the Class 4 Medical Certificate, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	35 days	Mon 9/01/23	Fri 24/02/23	46	Policy Officer	Late
48		0%		Consult Policy Statement, draft PEG and Dis for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	47	Policy Officer	Late
49		0%		Policy Statement and draft PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (refer rows 100, 101, 102 re SFR for the Class 4 instrument)	10 days	Mon 13/03/23	Fri 24/03/23	48	Adam Anastasi,John Grima,Roger Crosthwaite,Andreas Marcelja	Late
50		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 5/05/23	Tue 9/05/23	109SS	Mwala Putebo	Late
51		0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	50	Part 67 TWG members	Late
52		0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	51	Part 67 TWG members	Late
53		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 25/05/23	Thu 25/05/23	52	Mwala Putebo	Late
54		0%		TWG provide feedback and secretariat updates draft TWG report	5 days	Fri 26/05/23	Thu 1/06/23	53	Part 67 TWG members,Mwala Putebo	Late
55		0%		TWG report circulated to ASAP for feedback/approval	7 days	Fri 2/06/23	Mon 12/06/23	54	Mwala Putebo	Late
56		0%		TWG report published on CASA website	1 day	Tue 13/06/23	Tue 13/06/23	55	Web team	Late
57		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Tue 13/06/23	Mon 26/06/23	55	Pat Murray	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
58		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Tue 27/06/23	Mon 24/07/23	57	Pip Spence	Late
59		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Tue 25/07/23	Tue 25/07/23	58	Pip Spence	Late
60		0%		Policy Statement settled and circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	40 days	Fri 2/06/23	Thu 27/07/23	55SS	Policy Officer	Late
61		0%		Policy Position Document complete - internal version only	0 days	Thu 27/07/23	Thu 27/07/23	60		Late
62		3%		Communication Strategy	856 days	Fri 12/08/22	Fri 21/11/25			Late
63		20%		Develop Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan	Late
64		0%		Communication Strategy reviewed and approved	10 days	Wed 1/03/23	Tue 14/03/23	63	Mel Hamilton,Fran Hannan,John Grima,Nathan Sullivan,Andreas Marcelja	Late
65		0%		Milestone Plans developed as required until end of implementation/transition	703 days	Wed 15/03/23	Fri 21/11/25	64	Mel Hamilton,Fran Hannan	Late
66		0%		Communication Strategy and milestone plans complete	0 days	Fri 21/11/25	Fri 21/11/25	65		Future Task
67		47%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	233 days?	Wed 15/06/22	Fri 5/05/23			Late
68		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman	Complete
69		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	68	Nicky Speers,Tony Hochberg	Complete
70		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	69FF	Nicky Speers	Complete
71		0%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman	Late
72		0%		TES and TNA to be continually updated in preparation for sign-off	120 days	Wed 12/10/22	Tue 28/03/23	70	Nicky Speers	Late
73		0%		TES and TNA reviewed and approved	5 days	Wed 29/03/23	Tue 4/04/23	72	Nicky Speers,Kevin Evans,John Grima,Nathan Sullivan,Andreas Marcelja	Late
74		0%		TES and TNA complete	0 days	Tue 4/04/23	Tue 4/04/23	73		Late
75		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22			Late
77		99%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23			Late
78		100%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22			Complete
84		100%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22			Complete
88		0%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23			Late
89		0%		Conference attended 27-29 January 2023	1 day	Fri 27/01/23	Fri 27/01/23		Tony Hochberg	Late
90		0%		Conference attended	0 days	Fri 27/01/23	Fri 27/01/23	89		Late
91		0%		CASA DAME Training Program, Fiji	5 days	Sat 29/04/23	Fri 5/05/23			Late
92		0%		Training program delivered 29 April to 7 May 2023	5 days	Sat 29/04/23	Fri 5/05/23			Late
93		0%		Program delivered	0 days	Fri 5/05/23	Fri 5/05/23	92		Late
94		0%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 4 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	533 days?	Wed 15/06/22	Fri 28/06/24			Late

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
95	0%		Develop new Class 4 standard, develop Assessing Fitness To Drive (AFTD) companion guide and amend AFTD standard	400 days?	Mon 19/12/22	Fri 28/06/24	43		Late
96	0%		Initial meeting with National Transport Commission, Austroads and Chief Medical Officer (CMO) of Transport for NSW to discuss the new standard and form a working group to develop guidance (Kate to confirm meeting in the last 2 weeks of Jan 2023)	1 day?	Mon 19/12/22	Mon 19/12/22		Kate Manderson	Late
97	0%		Working Group to meet and commence preparing guidance - Feb/March 2023?	1 day?	Mon 19/12/22	Mon 19/12/22			Late
98	0%		Guidance developed, reviewed and approved - April/May/June 2023?	1 day?	Mon 19/12/22	Mon 19/12/22			Late
99	0%		CASA publishes companion guide - 30 June 2023?	1 day	Fri 30/06/23	Fri 30/06/23			Late
100	0%		AFTD amended and published (in 2024)?	260 days	Mon 3/07/23	Fri 28/06/24	99		Late
101	0%		<New Task>	0 days	Fri 28/06/24	Fri 28/06/24	100		Future Task
102	0%		Instrument for Class 4 Medical Certificate	344 days?	Wed 15/03/22	Mon 9/10/23			Late
103	0%		Prepare DIs for Instrument (concurrent with developing the Policy Statement)	35 days	Mon 9/01/23	Fri 24/02/23	47SS	Policy Officer	Late
104	0%		Consult Policy Statement, draft PEG and DIs for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	103	Policy Officer	Late
105	0%		SFR for the Instrument developed and cleared by CSC Branch Manager	5 days	Mon 13/03/23	Fri 17/03/23	104	Policy Officer,Nathan Sullivan,John Grima	Late
106	0%		SFR approved by A/EM SED	3 days	Mon 20/03/23	Wed 22/03/23	105	Andreas Marcelja	Late
107	0%		Approved SFR submitted to LIRA	1 day	Thu 23/03/23	Thu 23/03/23	106	John Grima	Late
108	0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled	30 days	Fri 24/03/23	Thu 4/05/23	107	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
109	0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 5/05/23	Tue 9/05/23	108	Mwala Putebo	Late
110	0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	109	Part 67 TWG members	Late
111	0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	110	Part 67 TWG members	Late
112	0%		Rework Instrument based on TWG feedback until settled and cleared for public consultation	30 days	Thu 25/05/23	Wed 5/07/23	111	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,John Grima	Late
113	0%		Summary of Proposed Change (SPC) document developed and cleared for public consultation	12 days	Thu 6/07/23	Fri 21/07/23	112	John Grima,Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
114	0%		Draft questions for survey system (in conjunction with Elizabeth and the Policy Officer converting the internal Policy Statement into the external Policy Proposal Document)	12 days	Thu 6/07/23	Fri 21/07/23	113FF	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Late
115	0%		Develop associated email notification comms and seek approval	5 days	Mon 17/07/23	Fri 21/07/23	113FF	Mel Hamilton	Late
116	0%		Set up Consultation Hub survey system	12 days	Thu 6/07/23	Fri 21/07/23	113FF	Elizabeth Goosen	Late
117	0%		Public Consultation	20 days	Mon 24/07/23	Fri 18/08/23	116		Late

Part 67 project schedule - v0.8 as at 15 Dec 2022

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Status
118	0%		Analysis of consultation feedback and settled instrument content	20 days	Mon 31/07/23	Fri 25/08/23	117SS+5		Late
119	0%		Summary of Consultation (SOC) developed, approved and published	30 days	Mon 7/08/23	Fri 15/09/23	118SS+5		Late
120	0%		Develop explanatory statement and Statement of Compatibility with Human Rights (SCHR)	5 days	Mon 7/08/23	Fri 11/08/23	119SS	Policy Officer,Adam Anastasi	Late
121	0%		Finalise instrument package and complete editorial reviews	5 days	Mon 18/09/23	Fri 22/09/23	119	Adam Anastasi	Late
122	0%		Instrument package cleared by CSC Branch and A/EM SED and submitted to LIRA	2 days	Mon 25/09/23	Tue 26/09/23	121	John Grima,Andreas Marcelja,Adam Anastasi	Late
123	0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	4 days	Wed 27/09/23	Mon 2/10/23	122	Adam Anastasi,Pip Spence	Late
124	0%		Instrument Made	0 days	Mon 2/10/23	Mon 2/10/23	123		Late
125	0%		Register on FRLI (within 4 days)	4 days	Tue 3/10/23	Fri 6/10/23	124	Nadia Spesyvy	Late
126	0%		Notify internal stakeholders	1 day	Mon 9/10/23	Mon 9/10/23	125	Mel Hamilton	Late
127	0%		Update project webpage	1 day	Mon 9/10/23	Mon 9/10/23	125	Charlie Brewer	Late
128	0%		Update subscriber notifications	1 day	Mon 9/10/23	Mon 9/10/23	125	Mel Hamilton	Late
129	0%		Instrument for Class 4 Medical Certificate complete (excluding implementation/transition)	0 days	Mon 9/10/23	Mon 9/10/23	128		Late
130	0%		Guidance Material - to be updated / new?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
134	0%		Temporary Management Instruction (TMI)?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
138	0%		Update Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22			Late
141	0%		Global dropbox developed (in relation to updated Clinical Practice Guidelines)	1 day?	Wed 15/06/22	Wed 15/06/22			Late
143	0%		Forms, Checklists	1 day?	Wed 15/06/22	Wed 15/06/22			Late
147	0%		Processes, Procedures, Work Instructions, Manuals	1 day?	Wed 15/06/22	Wed 15/06/22			Late
151	0%		System Changes? E.g. myCASA portal, MRS	1 day?	Wed 15/06/22	Wed 15/06/22			Late
152	0%		Provide a briefing to ITB on potential MRS changes (resources needed, potential problems, etc)	1 day?	Wed 15/06/22	Wed 15/06/22			Late
153	0%		Pilot and doctor questionnaires - new section of MRS or same process s f.C2 with a printed form?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
154	0%		Transition to Class 4 from Basic Class 2	1 day?	Wed 15/06/22	Wed 15/06/22			Late
158	0%		Do we need to amend any other Instruments?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
161	9%		Part 67 Plain English Guide (PEG)	350 days	Mon 2/05/22	Fri 1/09/23			Late
162	10%		First draft of PEG developed (concurrent with developing the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	215 days	Mon 2/05/22	Fri 24/02/23		Ceri Bartlett,Ron Bartsch	Late
163	0%		Consult with internal stakeholders (together with the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	10 days	Mon 27/02/23	Fri 10/03/23	162	Ceri Bartlett	Late
164	0%		Second draft circulated to TWG members for review (together with Policy Statement and draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	51SS	Mwala Putebo	Late
165	0%		Third draft available for public consultation (together with the SPC document and draft Instrument for Class 4 Medical Certificate)	20 days	Mon 24/07/23	Fri 18/08/23	117SS	Ceri Bartlett	Late
166	0%		PEG updated as a result of public consultation	10 days	Mon 21/08/23	Fri 1/09/23	165	Ceri Bartlett,Ron Bartsch	Late
167	0%		Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 1/09/23	Fri 1/09/23	166		Late
168	0%		Financial Impacts	21 days	Thu 23/02/23	Thu 23/03/23			Late
169	0%		Complete Costing Workbook with the Finance Branch	1 day	Thu 23/02/23	Thu 23/02/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
170		0%		Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	169	Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Late
171		0%		Develop Minute/Issues Paper re costs associated with a decentralised model	10 days	Fri 10/03/23	Thu 23/03/23	170	Kate Manderson	Late
172		0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	170	Denise Morman	Late
173		85%		Journey Map (current and future state)	180 days	Mon 4/07/22	Fri 10/03/23			Late
174		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren	Complete
175		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg	Complete
176		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	175	Ben MacLaren,Denise Morman	Complete
177		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	176SS	Ben MacLaren,Denise Morman	Complete
178		69%		Draft Journey Map prepared and reworked until final (current state only)	112 days	Wed 20/07/22	Thu 22/12/22	176SS	Ben MacLaren	Late
179		0%		Journey map approved (current state only)	21 days	Fri 23/12/22	Fri 20/01/23	178	Simon Gojkovic,John Grima	Late
180		0%		Draft Journey Map prepared and reworked until final (future state)	30 days	Mon 23/01/23	Fri 3/03/23	179		Late
181		0%		Journey map approved (future state)	5 days	Mon 6/03/23	Fri 10/03/23	180		Late
182		0%		Journey map complete	0 days	Fri 10/03/23	Fri 10/03/23	181		Late
183		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Fri 28/07/23	Fri 27/10/23			Late
184		0%		Circulate approved Policy Statement to Section Manager Regulatory Impact Analysis	1 day	Fri 28/07/23	Fri 28/07/23	60	Denise Morman	Late
185		0%		If needed, RIB/SED relevant staff meet to discuss the Policy Statement	1 day	Fri 28/07/23	Fri 28/07/23	61	David Gilbert,Nathan Sullivan,Kate Manderson,Tony Hochberg	Late
186		0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 31/07/23	Fri 25/08/23	185	David Gilbert	Late
187		0%		PIA reviewed and approved	5 days	Mon 28/08/23	Fri 1/09/23	186	John Grima,Andreas Marcelja	Late
188		0%		Approved PIA circulated to the Office of Impact Analysis (OIA) to determine if a RIS is required (or a RIS exemption)	20 days	Mon 4/09/23	Fri 29/09/23	187	David Gilbert	Late
189		0%		Additional tasks to be added following outcome of above task	20 days	Mon 2/10/23	Fri 27/10/23	188	Denise Morman	Late
190		0%		Ministerial Submission (MinSub) Approval	46 days	Tue 6/02/24	Tue 9/04/24			Late
191		0%		Prepare MinSub	20 days	Tue 6/02/24	Mon 4/03/24	241	Policy Officer	Late
192		0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Tue 5/03/24	Mon 11/03/24	191	Paul Hibberd	Late
193		0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and G&PS	5 days	Tue 5/03/24	Mon 11/03/24	191	Roger Crosthwaite,Adam Anastasi,John Grima,Andreas Marcelja,Leah Marshall	Late
194		0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Tue 12/03/24	Mon 18/03/24	193	Denise Morman	Late
195		0%		MinSub submitted to G&PS for DAS approval	1 day	Tue 19/03/24	Tue 19/03/24	194	Denise Morman	Future Task

















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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
196		0%		MinSub approved by the DAS	3 days	Wed 20/03/24	Fri 22/03/24	195	Pip Spence	Future Task
197		0%		G&PS submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Mon 25/03/24	Mon 25/03/24	196	Leah Marshall	Future Task
198		0%		MinSub and policy papers are noted by the Minister's office	10 days	Tue 26/03/24	Mon 8/04/24	197	Minister's office	Future Task
199		0%		G&PS notifies project stakeholders of noted MinSub and policy papers	1 day	Tue 9/04/24	Tue 9/04/24	198	Leah Marshall	Future Task
200		0%		MinSub Approval complete	0 days	Tue 9/04/24	Tue 9/04/24	199		Future Task
201		11%		Change Impact Analysis / Benefits Realisation	72 days	Wed 2/11/22	Thu 9/02/23			Late
202		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Complete
203		0%		Conduct workshop covering Change Impact Analysis and Benefits Realisation	1 day	Tue 24/01/23	Tue 24/01/23		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
204		0%		Identify and document change impacts and benefits	5 days	Wed 25/01/23	Tue 31/01/23	203	Tegan Blunden,Simon Gojkovic,Ben MacLaren	Late
205		0%		Document circulated to workshop stakeholders for feedback	5 days	Wed 1/02/23	Tue 7/02/23	204	Denise Morman	Late
206		0%		Update Policy Statement re Change Impact Analysis	1 day	Wed 8/02/23	Wed 8/02/23	205	Policy Officer	Late
207		0%		Update Benefits Realisation section of Project Management Plan	1 day	Thu 9/02/23	Thu 9/02/23	206	Denise Morman	Late
208		0%		Change Impact Analysis and Benefits Realisation completed	0 days	Thu 9/02/23	Thu 9/02/23	207		Late
209		9%		Risk Assessment Workshop Conducted / Risk Register Developed	90 days	Thu 24/11/22	Wed 15/03/23			Late
210		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts	Complete
211		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts	Complete
212		0%		Outcomes of risk assessment workshops reviewed and agreed	2 days	Wed 14/12/22	Thu 15/12/22	211		Late
213		0%		Risk assessment workshop - Part 67 reg amendment (Date TBC - 22 Feb 2023)	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts	Late
214		0%		Develop Risk Register	5 days	Thu 23/02/23	Wed 1/03/23	213	Mark Roberts,Denise Morman	Late
215		0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Thu 2/03/23	Wed 8/03/23	214	Denise Morman	Late
216		0%		Risk Register updated and approved	5 days	Thu 9/03/23	Wed 15/03/23	215	Denise Morman	Late
217		0%		Risk Register developed	0 days	Wed 15/03/23	Wed 15/03/23	216		Late
218		0%		Establish Steering Committee and Terms of Reference	18 days	Mon 27/02/23	Wed 22/03/23			Late
219		0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Mon 27/02/23	Fri 3/03/23	48SS	Denise Morman	Late
220		0%		Steering Committee members review TOR and provide feedback	5 days	Mon 6/03/23	Fri 10/03/23	219	Steering Committee members	Late
221		0%		TOR updated and signed off	3 days	Mon 13/03/23	Wed 15/03/23	220	Denise Morman,Andreas Marcelja	Late
222		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Thu 16/03/23	Wed 22/03/23	221	Denise Morman	Late
223		0%		Steering Committee established and Terms of Reference approved	0 days	Wed 22/03/23	Wed 22/03/23	222		Late
224		8%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23			Late
225		10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Denise Morman	Late
226		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	225	Paul Hibberd,Steering Committee members	Late

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
227	0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	226	Steering Committee members	Late
228	0%		PMP reviewed and approved by RI BM	3 days	Mon 1/05/23	Wed 3/05/23	227	Paul Hibberd	Late
229	0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	228	Nathan Sullivan	Late
230	0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	229	John Grima	Late
231	0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	230	Andreas Marcelja	Late
232	0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	231	Chris Monahan	Late
233	0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	232		Late
234	0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Tue 10/10/23	Mon 16/10/23			Late
235	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 10/10/23	Wed 11/10/23	128	Denise Morman	Late
236	0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Thu 12/10/23	Thu 12/10/23	235	Denise Morman,Paul Hibberd	Late
237	0%		Update Gate Review documentation and circulate	2 days	Fri 13/10/23	Mon 16/10/23	236	Denise Morman	Late
238	0%		Gate Review completed	0 days	Mon 16/10/23	Mon 16/10/23	237		Late
239	0%		REGULATORY DEVELOPMENT PHASE	438 days	Tue 17/10/23	Thu 19/06/25			Late
240	0%		Regulations, CATS and Fees Regulations	438 days	Tue 17/10/23	Thu 19/06/25			Late
241	0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations	80 days	Tue 17/10/23	Mon 5/02/24	238	Policy Officer	Late
242	0%		Consult DIs with internal stakeholders	5 days	Tue 6/02/24	Mon 12/02/24	241	Policy Officer	Late
243	0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Tue 13/02/24	Mon 26/02/24	242	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
244	0%		Settled DIs approved by SRO	3 days	Tue 27/02/24	Thu 29/02/24	243	Andreas Marcelja	Late
245	0%		Draft OPC Readiness Minute for EM approval	5 days	Fri 1/03/24	Thu 7/03/24	244	Policy Officer	Late
246	0%		OPC Readiness Minute approved by A/EM SED	2 days	Fri 8/03/24	Mon 11/03/24	245	Chris Monahan,Andreas Marcelja	Late
247	0%		CASA clearance to commence drafting with OPC	2 days	Tue 12/03/24	Wed 13/03/24	246	Paul Hibberd	Late
248	0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	247	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Late
249	0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	248	Mwala Putebo	Future Task
250	0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	249	Part 67 TWG members	Future Task
251	0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	250	Part 67 TWG members	Future Task
252	0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	251	Mwala Putebo	Future Task
253	0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	252	Part 67 TWG members,Mwala Putebo	Future Task

Part 67 project schedule - v0.8 as at 15 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
254		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	253	Kate Manderson	Future Task
255		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	253	Mwala Putebo	Future Task
256		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	255	Web team	Future Task
257		0%		Exposure Draft updated with TWG and ASAP feedback - CASA and OPC rework until finalised	20 days	Thu 20/06/24	Wed 17/07/24	255SS	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter	Future Task
258		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	255	Pat Murray	Future Task
259		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	258	Pip Spence	Future Task
260		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	259	Pip Spence	Future Task
261		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	260	Amanda Palmer	Future Task
262		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	261	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task
263		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	262SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
264		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	262SS	Mel Hamilton	Future Task
265		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	262SS	Elizabeth Goosen	Future Task
266		0%		Exposure Draft cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	262SS	Adam Anastasi	Future Task
267		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	266		Future Task
268		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	267SS+5 days		Future Task
269		0%		Consider consultation feedback and amend policy documents/prepare drafting instructions etc - CASA and OPC rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	268SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Policy Officer,OPC drafter	Future Task
270		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	268	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
271		0%		Draft SOC, amended policy documents and Exposure Draft reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	270	Policy Officer	Future Task
272		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	271	John Grima	Future Task
273		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	272	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
274		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	273	Amanda Palmer	Future Task
275		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	274	Amanda Palmer	Future Task





















































Part 67 project schedule - v0.8 as at 15 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
276		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	275		Future Task
277		0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Fri 13/09/24	Thu 26/09/24	267	Policy Officer	Future Task
278		0%		Letter to Minister and EM sent to the Department for initial review	1 day	Fri 27/09/24	Fri 27/09/24	277	Paul Hibberd, Leah Marshall	Future Task
279		0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Mon 30/09/24	Fri 11/10/24	278	Policy Officer, Adam Anastasi	Future Task
280		0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	7 days	Fri 13/09/24	Mon 23/09/24	277SS	Adam Anastasi	Future Task
281		0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	5 days	Mon 14/10/24	Fri 18/10/24	279	Policy Officer, Adam Anastasi, Kate Manderson, Tony Hochberg, John Grima, Nathan Sullivan	Future Task
282		0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	7 days	Fri 18/10/24	Mon 28/10/24	269	Policy Officer, Nathan Sullivan, Kate Manderson, Tony Hochberg, John Grima, Adam Anastasi, David Gilbert	Future Task
283		0%		Gate Review - are we ready to 'make' the rules	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
284		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	282FF	Denise Morman	Future Task
285		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	284	Paul Hibberd, Denise Morman	Future Task
286		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	285	Denise Morman	Future Task
287		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	286		Future Task
288		0%		'Make' process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
289		0%		CSC and LIRA approve Regulatory Approval package and sends to the DAS	3 days	Fri 25/10/24	Tue 29/10/24	284SS	John Grima, Adam Anastasi, Andreas Marcelja	Future Task
290		0%		DAS approves Regulatory Approval package	3 days	Wed 30/10/24	Fri 1/11/24	289	Pip Spence	Future Task
291		0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Mon 4/11/24	Mon 4/11/24	290	Paul Hibberd, Leah Marshall	Future Task
292		0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Tue 5/11/24	Mon 25/11/24	291	Department POC	Future Task
293		0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Tue 26/11/24	Wed 11/12/24	292	Minister's office	Future Task
294		0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Thu 12/12/24	Thu 12/12/24	293		Future Task
295		0%		Regulation Amendment Made	0 days	Thu 12/12/24	Thu 12/12/24	294		Future Task
296		0%		Register on FRLI (within 7 days)	4 days	Fri 13/12/24	Wed 18/12/24	295	Nadia Spesvyv	Future Task
297		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	296	Mel Hamilton	Future Task
298		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	297	Charlie Brewer	Future Task
299		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	297	Mel Hamilton	Future Task
300		0%		Disallowance Period	135 days	Fri 13/12/24	Thu 19/06/25			Future Task
301		0%		Part 67 amendment	135 days	Fri 13/12/24	Thu 19/06/25	295SS		Future Task
302		0%		Disallowance Period ended	0 days	Thu 19/06/25	Thu 19/06/25	301		Future Task
303		0%		Part 67 Manual of Standards (MOS)	299 days	Tue 31/10/23	Fri 20/12/24			Late








Part 67 project schedule - v0.8 as at 15 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
304		0%		Develop MOS Drafting Instructions (in conjunction with the reg DIs)	70 days	Tue 31/10/23	Mon 5/02/24	241FF	Policy Officer	Late
305		0%		Consult DIs with Internal stakeholders	3 days	Tue 6/02/24	Thu 8/02/24	242SS	Policy Officer	Late
306		0%		Settle DIs, SFR drafted and approved by SRO for submission to LIRA	8 days	Fri 9/02/24	Tue 20/02/24	305	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,John Grima,Andreas Marcelja	Late
307		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	15 days	Wed 21/02/24	Tue 12/03/24	306	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
308		0%		SRO endorsement of DIs	1 day	Wed 13/03/24	Wed 13/03/24	307	Andreas Marcelja	Late
309		0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	308	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Late
310		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	2 days	Thu 23/05/24	Mon 27/05/24	309	Mwala Putebo	Future Task
311		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	310	Part 67 TWG members	Future Task
312		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	311	Part 67 TWG members	Future Task
313		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	312	Mwala Putebo	Future Task
314		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	313	Mwala Putebo,Part 67 TWG members	Future Task
315		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	314	Kate Manderson	Future Task
316		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	314	Mwala Putebo	Future Task
317		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	316	Web team	Future Task
318		0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	8 days	Mon 1/07/24	Wed 10/07/24	316	Policy Officer,Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi	Future Task
319		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	316	Pat Murray	Future Task
320		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	319	Pip Spence	Future Task
321		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	320	Pip Spence	Future Task
322		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	321	Amanda Palmer	Future Task
323		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	322	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Elizabeth Goosen	Future Task

Part 67 project schedule - v0.8 as at 15 Dec 2022

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
324		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	323SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer	Future Task
325		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	323SS	Mel Hamilton	Future Task
326		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	323SS	Elizabeth Goosen	Future Task
327		0%		MOS cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	323SS	Adam Anastasi	Future Task
328		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	327		Future Task
329		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	328SS+5 days		Future Task
330		0%		Consider consultation feedback and amend MOS - Policy Officer, AvMed SMEs and LIRA rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	329SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
331		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	329	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
332		0%		Draft SOC and MOS reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	331	Policy Officer	Future Task
333		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	332	John Grima	Future Task
334		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	333	Charlie Brewer,Maryanne Ashton-Sporne	Future Task
335		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	334	Amanda Palmer	Future Task
336		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	335	Amanda Palmer	Future Task
337		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	336		Future Task
338		0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	9 days	Wed 6/11/24	Mon 18/11/24	337	Nathan Sullivan,Kate Manderson,Tony Hochberg,Policy Officer,Adam Anastasi	Future Task
339		0%		Gate Review - are we ready to 'make' the MOS	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
340		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	332	Denise Morman	Future Task
341		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	340	Denise Morman,Paul Hibberd	Future Task
342		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	341	Denise Morman	Future Task
343		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	342		Future Task
344		0%		MOS Make Process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
345		0%		CSC and LIRA approve MOS Package and sends to DAS	3 days	Fri 25/10/24	Tue 29/10/24	340SS	Policy Officer,Adam Anastasi,John Grima,Andreas Marcelja	Future Task
346		0%		DAS approves MOS Package	3 days	Wed 30/10/24	Fri 1/11/24	345	Pip Spence	Future Task
347		0%		Contingency (if needed)	28 days	Mon 4/11/24	Wed 11/12/24	346		Future Task
348		0%		MOS Made (to be aligned with Reg make date)	0 days	Thu 12/12/24	Thu 12/12/24	295		Future Task
349		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	348	Nadia Spesyvy	Future Task
350		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	349	Mel Hamilton	Future Task
351		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	350	Charlie Brewer	Future Task
352		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	350	Mel Hamilton	Future Task

Part 67 project schedule - v0.8 as at 15 Dec 2022






ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Status
353		0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24			Future Task
372		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late
373		0%		Implementation Plan	1 day?	Wed 15/06/22	Wed 15/06/22			Late
375		0%		Transition Strategy	1 day?	Wed 15/06/22	Wed 15/06/22			Late
377		0%		Critical Guidance Material	1 day?	Wed 15/06/22	Wed 15/06/22			Late
379		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late

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Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
1		17%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2121 days?	Fri 6/10/17	Fri 21/11/25			Late
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17			Complete
3		100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17			Complete
4		24%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	930 days?	Mon 2/05/22	Fri 21/11/25			Late
5		84%		Industry feedback on Discussion Paper (DP) 2206FS	212 days	Mon 2/05/22	Tue 21/02/23			Late
6		100%		Aviation Medical Policy Review - Public Consultation	31 days	Mon 2/05/22	Mon 13/06/22			Complete
7		100%		Public consultation responses analysed	45 days	Mon 2/05/22	Fri 1/07/22	6SS	Mark Lilley,Denise Morman	Complete
8		100%		AvMed team review and update SOC to include CASA's responses	15 days	Mon 4/07/22	Fri 22/07/22	7	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
9		100%		Draft SOC reviewed by RPAS Branch	2 days	Mon 25/07/22	Tue 26/07/22	8	Alison Hayward	Complete
10		100%		Draft SOC reviewed by Sport & Recreational Aviation Branch	4 days	Wed 27/07/22	Mon 1/08/22	9	Tony Stanton,Steve Fickling	Complete
11		100%		Draft SOC reviewed by LIRA	1 day	Tue 2/08/22	Tue 2/08/22	10	Adam Anastasi	Complete
12		100%		Draft SOC reviewed by Safety Promotion	7 days	Wed 3/08/22	Thu 11/08/22	11	Mel Hamilton,Fran Hannan	Complete
13		100%		AvMed team update SOC following feedback from Safety Promotion	2 days	Fri 12/08/22	Tue 16/08/22	12	Nathan Sullivan,Kate Manderson,Tony Hochberg	Complete
14		100%		SOC approved by CSC Branch Manager	2 days	Wed 17/08/22	Thu 18/08/22	13	John Grima	Complete
15		100%		SOC circulated to Part 67 TWG members (together with agenda, de-identified survey responses)	1 day	Thu 18/08/22	Thu 18/08/22	14FF	Mwala Putebo	Complete
16		100%		SOC circulated to ASAP members	1 day	Fri 19/08/22	Fri 19/08/22	15	Mwala Putebo	Complete
17		100%		TWG members review CASA's documents	5 days	Thu 18/08/22	Wed 24/08/22	15SS	Part 67 TWG members	Complete
18		100%		Part 67 TWG meeting	1 day	Thu 25/08/22	Thu 25/08/22	17	Part 67 TWG members	Complete
19		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 31/08/22	Wed 31/08/22		Mwala Putebo	Complete
20		100%		TWG provide feedback and Secretariat updates draft TWG report	7 days	Thu 1/09/22	Fri 9/09/22	19	Part 67 TWG members,Mwala Putebo	Complete
21		100%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/09/22	Wed 14/09/22	20	Kate Manderson	Complete
22		100%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 15/09/22	Fri 23/09/22	21	Mwala Putebo	Complete
23		100%		TWG report published on CASA website	1 day	Mon 26/09/22	Mon 26/09/22	22	Web team	Complete
24		100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 31/08/22	Wed 31/08/22		John Grima	Complete
25		100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	14 days	Thu 1/09/22	Tue 20/09/22	24	Carlie Brewer,Maryanne Ashton-Sporne	Complete
26		100%		SED provides the DAS with the comms pack and SOC	1 day	Wed 21/09/22	Wed 21/09/22	25	Amanda Palmer	Complete
27		100%		Public Holiday - Mourning of Queen Elizabeth II	1 day	Thu 22/09/22	Thu 22/09/22	26		Complete
28		100%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 23/09/22	Fri 23/09/22	26FF+2 d	Amanda Palmer	Complete
29		100%		SOC and responses published to Consultation Hub and comms released	1 day	Mon 26/09/22	Mon 26/09/22	28	Web team	Complete
30		100%		Aviation Medical Policy Review SOC published	0 days	Mon 26/09/22	Mon 26/09/22	29FF		Complete
31		100%		Part 67 TWG Report published	0 days	Mon 26/09/22	Mon 26/09/22	23FF		Complete
32		100%		ASAP Chair formulates advice and provides to the DAS for consideration	30 days	Mon 26/09/22	Fri 4/11/22	22	Pat Murray	Complete

Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
33		5%		DAS to consider ASAP advice (including consultation with the ASC if required)	30 days	Mon 7/11/22	Fri 16/12/22	32	Pip Spence	Late
34		100%		Board Paper to be developed for presenting at the 7 December 2022 Board Meeting	5 days	Mon 7/11/22	Fri 11/11/22	32	Kate Manderson	Complete
35		100%		Board Paper reviewed by AvMed team and provided to Andreas Marcelja for review	4 days	Wed 15/06/22	Wed 16/11/22	34	John Grima,Nathan Sullivan,Tony Hochberg	Complete
36		100%		Board Paper provided to RIB for review	1 day	Wed 23/11/22	Wed 23/11/22		Nathan Sullivan,Paul Hibberd,Denise Morman	Complete
37		100%		Board Paper approved by Andreas Marcelja and provided to the Governance Secretariat by 23 November 2022	5 days	Thu 17/11/22	Wed 23/11/22	35	Andreas Marcelja	Complete
38		100%		Board Paper presented at the 7 December 2022 Board Meeting	1 day	Wed 7/12/22	Wed 7/12/22		Andreas Marcelja	Complete
39		75%		ASC Papers (self-declared Class 4 and aeromedical decision making) to be developed for presenting at the 14 February 2023 ASC meeting	52 days	Thu 17/11/22	Fri 27/01/23	35	Kate Manderson	Late
40		75%		ASC Papers reviewed by AvMed team and provided to Andreas Marcelja for review	5 days	Mon 30/01/23	Fri 3/02/23	39	Nathan Sullivan,Tony Hochberg,Michelle Massey	Future Task
41		0%		ASC Papers approved by Andreas Marcelja and provided to the Governance Secretariat by 9 February 2023	4 days	Mon 6/02/23	Thu 9/02/23	40	Andreas Marcelja	Future Task
42		0%		ASC Papers presented at the 14 February 2023 ASC meeting	1 day	Tue 14/02/23	Tue 14/02/23		Andreas Marcelja	Future Task
43		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking (AFTER ASC MEETING)	5 days	Wed 15/02/23	Tue 21/02/23	42	Pip Spence	Future Task
44		0%		Public Consultation on Discussion Paper complete	0 days	Tue 21/02/23	Tue 21/02/23	43		Future Task
45		47%		Policy Position Document (PPD) aka Policy Statement - Internal and TWG Consultation Only	219 days	Mon 26/09/22	Thu 27/07/23			On Schedule
46		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman	Complete
47		0%		Develop Policy Statement (for Part 67 Amendment including bringing forward the Class 4 Medical Certificate, Part 67 MOS and Part 67 PEG). Consider basing on "Policy Statement - Training and Testing for Multi-Engine Helicopters"	25 days	Mon 23/01/23	Fri 24/02/23	46	Suzanne Petrie	Future Task
48		0%		Consult Policy Statement, draft PEG and Dis for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	47	Suzanne Petrie	Future Task
49		0%		Policy Statement and draft PEG endorsed by internal stakeholders (LIRA, SED, FSB) and cleared by the SRO (refer rows 100, 101, 102 re SFR for the Class 4 instrument)	10 days	Mon 13/03/23	Fri 24/03/23	48	Adam Anastasi,Roger Crosthwaite,Andreas Marcelja,Michelle Massey	Future Task
50		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation (aligned with row 109)	3 days	Fri 5/05/23	Tue 9/05/23	110SS	Mwala Putebo	Future Task
51		0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	50	Part 67 TWG members	Future Task
52		0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	51	Part 67 TWG members	Future Task
53		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Thu 25/05/23	Thu 25/05/23	52	Mwala Putebo	Future Task
54		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Fri 26/05/23	Thu 1/06/23	53	Part 67 TWG members,Mwala Putebo	Future Task
55		0%		TWG report circulated to ASAP for feedback/approval	7 days	Fri 2/06/23	Mon 12/06/23	54	Mwala Putebo	Future Task
56		0%		TWG report published on CASA website	1 day	Tue 13/06/23	Tue 13/06/23	55	Web team	Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
57		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Tue 13/06/23	Mon 26/06/23	55	Pat Murray	Future Task
58		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Tue 27/06/23	Mon 24/07/23	57	Pip Spence	Future Task
59		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Tue 25/07/23	Tue 25/07/23	58	Pip Spence	Future Task
60		0%		Policy Statement settled and circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	40 days	Fri 2/06/23	Thu 27/07/23	55SS	Suzanne Petrie	Future Task
61		0%		Policy Position Document complete - internal version only	0 days	Thu 27/07/23	Thu 27/07/23	60		Future Task
62		3%		Communication Strategy	856 days	Fri 12/08/22	Fri 21/11/25			Late
63		20%		Develop Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan	Late
64		0%		Communication Strategy reviewed and approved	10 days	Wed 1/03/23	Tue 14/03/23	63	Mel Hamilton,Fran Hannan,Nathan Sullivan,Andreas Marcelja,Michelle Massey	Future Task
65		0%		Milestone Plans developed as required until end of implementation/transition	703 days	Wed 15/03/23	Fri 21/11/25	64	Mel Hamilton,Fran Hannan	Future Task
66		0%		Communication Strategy and milestone plans complete	0 days	Fri 21/11/25	Fri 21/11/25	65		Future Task
67		59%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	233 days?	Wed 15/06/22	Fri 5/05/23			Late
68		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman	Complete
69		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	68	Nicky Speers,Tony Hochberg	Complete
70		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	69FF	Nicky Speers	Complete
71		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman	Complete
72		25%		TES and TNA to be continually updated in preparation for sign-off	120 days	Wed 12/10/22	Tue 28/03/23	70	Nicky Speers	Late
73		0%		TES and TNA reviewed and approved	5 days	Wed 29/03/23	Tue 4/04/23	72	Nicky Speers,Kevin Evans,Nathan Sullivan,Andreas Marcelja,Michelle Massey	Future Task
74		0%		TES and TNA complete	0 days	Tue 4/04/23	Tue 4/04/23	73		Future Task
75		0%		Nicky to handover to development team to start work in March 2023 - Nicky to provide details	1 day?	Wed 15/06/22	Wed 15/06/22			Late
76		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22			Late
78		99%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23			On Schedule
79		100%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22			Complete
85		100%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22			Complete
89		0%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23			Future Task
90		0%		Conference attended 27-29 January 2023	1 day	Fri 27/01/23	Fri 27/01/23		Tony Hochberg	Future Task
91		0%		Conference attended	0 days	Fri 27/01/23	Fri 27/01/23	90		Future Task
92		0%		CASA DAME Training Program, Fiji	5 days	Sat 29/04/23	Fri 5/05/23			Future Task



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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
93		0%		Training program delivered 29 April to 7 May 2023	5 days	Sat 29/04/23	Fri 5/05/23			Future Task
94		0%		Program delivered	0 days	Fri 5/05/23	Fri 5/05/23	93		Future Task
95		0%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 4 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	533 days?	Wed 15/06/22	Fri 28/06/24			Late
96		0%		Develop new Class 4 standard, develop Assessing Fitness To Drive (AFTD) companion guide and amend AFTD standard	353 days?	Wed 22/02/23	Fri 28/06/24	43		Future Task
97		0%		Initial meeting with National Transport Commission, Austroads and Chief Medical Officer (CMO) of Transport for NSW to discuss the new standard and form a working group to develop guidance (Kate to confirm meeting in the last 2 weeks of Jan 2023)	1 day?	Wed 22/02/23	Wed 22/02/23		Kate Manderson	Future Task
98		0%		Working Group to meet and commence preparing guidance - Feb/March 2023?	1 day?	Wed 22/02/23	Wed 22/02/23			Future Task
99		0%		Guidance developed, reviewed and approved - April/May/June 2023?	1 day?	Wed 22/02/23	Wed 22/02/23			Future Task
100		0%		CASA publishes companion guide - 30 June 2023?	1 day	Fri 30/06/23	Fri 30/06/23			Future Task
101		0%		AFTD amended and published (in 2024)?	260 days	Mon 3/07/23	Fri 28/06/24	100		Future Task
102		0%		<New Task>	0 days	Fri 28/06/24	Fri 28/06/24	101		Future Task
103		0%		Instrument for Class 4 Medical Certificate	344 days?	Wed 15/06/22	Mon 9/10/23			Late
104		0%		Prepare DIs for Instrument (concurrent with developing the Policy Statement)	25 days	Mon 23/01/23	Fri 24/02/23	47SS	Suzanne Petrie	Future Task
105		0%		Consult Policy Statement, draft PEG and DIs for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 27/02/23	Fri 10/03/23	104	Suzanne Petrie	Future Task
106		0%		SFR for the Instrument developed and cleared by CSC Branch Manager	5 days	Mon 13/03/23	Fri 17/03/23	105	Nathan Sullivan,Suzanne Petrie,Michelle Massey	Future Task
107		0%		SFR approved by A/EM SED	3 days	Mon 20/03/23	Wed 22/03/23	106	Andreas Marcelja	Future Task
108		0%		Approved SFR submitted to LIRA	1 day	Thu 23/03/23	Thu 23/03/23	107	Michelle Massey	Future Task
109		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled	30 days	Fri 24/03/23	Thu 4/05/23	108	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
110		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 5/05/23	Tue 9/05/23	109	Mwala Putebo	Future Task
111		0%		TWG reviews CASA's documents (e.g. Policy Statement, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	110	Part 67 TWG members	Future Task
112		0%		Virtual TWG meeting	1 day	Wed 24/05/23	Wed 24/05/23	111	Part 67 TWG members	Future Task
113		0%		Rework Instrument based on TWG feedback until settled and cleared for public consultation	30 days	Thu 25/05/23	Wed 5/07/23	112	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie,Michelle Massey	Future Task
114		0%		Summary of Proposed Change (SPC) document developed and cleared for public consultation	12 days	Thu 6/07/23	Fri 21/07/23	113	Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie,Michelle Massey	Future Task
115		0%		Draft questions for survey system (in conjunction with Elizabeth and the Policy Officer converting the internal Policy Statement into the external Policy Proposal Document)	12 days	Thu 6/07/23	Fri 21/07/23	114FF	Nathan Sullivan,Kate Manderson,Tony Hochberg,Elizabeth Goosen,Suzanne Petrie	Future Task
116		0%		Develop associated email notification comms and seek approval	5 days	Mon 17/07/23	Fri 21/07/23	114FF	Mel Hamilton	Future Task
117		0%		Set up Consultation Hub survey system	12 days	Thu 6/07/23	Fri 21/07/23	114FF	Elizabeth Goosen	Future Task
118		0%		Public Consultation	20 days	Mon 24/07/23	Fri 18/08/23	117		Future Task

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
119	0%		Analysis of consultation feedback and settled instrument content	20 days	Mon 31/07/23	Fri 25/08/23	118SS+5		Future Task
120	0%		Summary of Consultation (SOC) developed, approved and published	30 days	Mon 7/08/23	Fri 15/09/23	119SS+5		Future Task
121	0%		Develop explanatory statement and Statement of Compatibility with Human Rights (SCHR)	5 days	Mon 7/08/23	Fri 11/08/23	120SS	Adam Anastasi,Suzanne Petrie	Future Task
122	0%		Finalise instrument package and complete editorial reviews	5 days	Mon 18/09/23	Fri 22/09/23	120	Adam Anastasi	Future Task
123	0%		Instrument package cleared by CSC Branch and A/EM SED and submitted to LIRA	2 days	Mon 25/09/23	Tue 26/09/23	122	Andreas Marcelja,Adam Anastasi,Michelle Massey	Future Task
124	0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	4 days	Wed 27/09/23	Mon 2/10/23	123	Adam Anastasi,Pip Spence	Future Task
125	0%		Instrument Made	0 days	Mon 2/10/23	Mon 2/10/23	124	Pip Spence	Future Task
126	0%		Register on FRLI (within 4 days)	4 days	Tue 3/10/23	Fri 6/10/23	125	Nadia Spesyvy	Future Task
127	0%		Notify internal stakeholders	1 day	Mon 9/10/23	Mon 9/10/23	126	Mel Hamilton	Future Task
128	0%		Update project webpage	1 day	Mon 9/10/23	Mon 9/10/23	126	Carlie Brewer	Future Task
129	0%		Update subscriber notifications	1 day	Mon 9/10/23	Mon 9/10/23	126	Mel Hamilton	Future Task
130	0%		Instrument for Class 4 Medical Certificate complete (excluding implementation/transition)	0 days	Mon 9/10/23	Mon 9/10/23	129		Future Task
131	0%		Guidance Material - to be updated / new?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
135	0%		Temporary Management Instruction (TMI)?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
139	0%		Update Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22			Late
142	0%		Global dropbox developed (in relation to updated Clinical Practice Guidelines)	1 day?	Wed 15/06/22	Wed 15/06/22			Late
144	0%		Forms, Checklists	1 day?	Wed 15/06/22	Wed 15/06/22			Late
148	0%		Processes, Procedures, Work Instructions, Manuals	1 day?	Wed 15/06/22	Wed 15/06/22			Late
152	0%		System Changes? E.g. myCASA portal, MRS	1 day?	Wed 15/06/22	Wed 15/06/22			Late
153	0%		Provide a briefing to ITB on potential MRS changes (resources needed, potential problems, etc)	1 day?	Wed 15/06/22	Wed 15/06/22			Late
154	0%		Pilot and doctor questionnaires - new section of MRS or same process as PC2 with a printed form?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
155	0%		Transition to Class 4 from Basic Class 2	1 day?	Wed 15/06/22	Wed 15/06/22			Late
159	0%		Do we need to amend any other Instruments?	1 day?	Wed 15/06/22	Wed 15/06/22			Late
162	9%		Part 67 Plain English Guide (PEG)	350 days	Mon 2/05/22	Fri 1/09/23			Late
163	10%		First draft of PEG developed (concurrent with developing the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	215 days	Mon 2/05/22	Fri 24/02/23		Ceri Bartlett,Ron Bartsch	Late
164	0%		Consult with internal stakeholders (together with the Policy Statement and drafting instructions for Class 4 Medical Certificate instrument)	10 days	Mon 27/02/23	Fri 10/03/23	163	Ceri Bartlett	Future Task
165	0%		Second draft circulated to TWG members for review (together with Policy Statement and draft Instrument for Class 4 Medical Certificate)	10 days	Wed 10/05/23	Tue 23/05/23	51SS	Mwala Putebo	Future Task
166	0%		Third draft available for public consultation (together with the SPC document and draft Instrument for Class 4 Medical Certificate)	20 days	Mon 24/07/23	Fri 18/08/23	118SS	Ceri Bartlett	Future Task
167	0%		PEG updated as a result of public consultation	10 days	Mon 21/08/23	Fri 1/09/23	166	Ceri Bartlett,Ron Bartsch	Future Task
168	0%		Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Fri 1/09/23	Fri 1/09/23	167		Future Task
169	0%		Financial Impacts	21 days	Thu 23/02/23	Thu 23/03/23			Future Task
170	0%		Complete Costing Workbook with the Finance Branch	1 day	Thu 23/02/23	Thu 23/02/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
171		0%		Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	170	Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey	Future Task
172		0%		Develop Minute/Issues Paper re costs associated with a decentralised model	10 days	Fri 10/03/23	Thu 23/03/23	171	Kate Manderson	Future Task
173		0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	171	Denise Morman	Future Task
174		84%		Journey Map (current and future state)	185 days	Mon 4/07/22	Fri 17/03/23			Late
175		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren	Complete
176		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg	Complete
177		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	176	Ben MacLaren,Denise Morman	Complete
178		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	177SS	Ben MacLaren,Denise Morman	Complete
179		75%		Draft Journey Map prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	177SS	Ben MacLaren	Late
180		0%		Journey map approved (current state only)	5 days	Mon 23/01/23	Fri 27/01/23	179	Simon Gojkovic,Michelle Massey	Future Task
181		0%		Draft Journey Map prepared and reworked until final (future state)	30 days	Mon 30/01/23	Fri 10/03/23	180	Ben MacLaren	Future Task
182		0%		Journey map approved (future state)	5 days	Mon 13/03/23	Fri 17/03/23	181	Simon Gojkovic,Michelle Massey	Future Task
183		0%		Journey map complete	0 days	Fri 17/03/23	Fri 17/03/23	182		Future Task
184		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Fri 28/07/23	Fri 27/10/23			Future Task
185		0%		Circulate approved Policy Statement to Section Manager Regulatory Impact Analysis	1 day	Fri 28/07/23	Fri 28/07/23	60	Denise Morman	Future Task
186		0%		If needed, RIB/SED relevant staff meet to discuss the Policy Statement	1 day	Fri 28/07/23	Fri 28/07/23	61	David Gilbert,Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
187		0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Mon 31/07/23	Fri 25/08/23	186	David Gilbert	Future Task
188		0%		PIA reviewed and approved	5 days	Mon 28/08/23	Fri 1/09/23	187	Andreas Marcelja,Michelle Massey	Future Task
189		0%		Approved PIA circulated to the Office of Impact Analysis (OIA) to determine if a RIS is required (or a RIS exemption)	20 days	Mon 4/09/23	Fri 29/09/23	188	David Gilbert	Future Task
190		0%		Additional tasks to be added following outcome of above task	20 days	Mon 2/10/23	Fri 27/10/23	189	Denise Morman	Future Task
191		0%		Ministerial Submission (MinSub) Approval	46 days	Tue 6/02/24	Tue 9/04/24			Future Task
192		0%		Prepare MinSub	20 days	Tue 6/02/24	Mon 4/03/24	243	Suzanne Petrie	Future Task
193		0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Tue 5/03/24	Mon 11/03/24	192	Paul Hibberd	Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
194		0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and G&PS	5 days	Tue 5/03/24	Mon 11/03/24	192	Roger Crosthwaite,Adam Anastasi,Andreas Marcelja,Leah Marshall,Michelle Massey	Future Task
195		0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Tue 12/03/24	Mon 18/03/24	194	Denise Morman	Future Task
196		0%		MinSub submitted to G&PS for DAS approval	1 day	Tue 19/03/24	Tue 19/03/24	195	Denise Morman	Future Task
197		0%		MinSub approved by the DAS	3 days	Wed 20/03/24	Fri 22/03/24	196	Pip Spence	Future Task
198		0%		G&PS submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Mon 25/03/24	Mon 25/03/24	197	Leah Marshall	Future Task
199		0%		MinSub and policy papers are noted by the Minister's office	10 days	Tue 26/03/24	Mon 8/04/24	198	Minister's office	Future Task
200		0%		G&PS notifies project stakeholders of noted MinSub and policy papers	1 day	Tue 9/04/24	Tue 9/04/24	199	Leah Marshall	Future Task
201		0%		MinSub Approval complete	0 days	Tue 9/04/24	Tue 9/04/24	200		Future Task
202		11%		Change Impact Analysis / Benefits Realisation	72 days	Wed 2/11/22	Thu 9/02/23			On Schedule
203		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Complete
204		0%		Conduct workshop covering Change Impact Analysis and Benefits Realisation	1 day	Tue 24/01/23	Tue 24/01/23		Tegan Blunden,Simon Gojkovic,Ben MacLaren	Future Task
205		0%		Identify and document change impacts and benefits	5 days	Wed 25/01/23	Tue 31/01/23	204	Tegan Blunden,Simon Gojkovic,Ben MacLaren	Future Task
206		0%		Document circulated to workshop stakeholders for feedback	5 days	Wed 1/02/23	Tue 7/02/23	205	Denise Morman	Future Task
207		0%		Update Policy Statement re Change Impact Analysis	1 day	Wed 8/02/23	Wed 8/02/23	206	Suzanne Petrie	Future Task
208		0%		Update Benefits Realisation section of Project Management Plan	1 day	Thu 9/02/23	Thu 9/02/23	207	Denise Morman	Future Task
209		0%		Change Impact Analysis and Benefits Realisation completed	0 days	Thu 9/02/23	Thu 9/02/23	208		Future Task
210		8%		Risk Assessment Workshop Conducted / Risk Register Developed	104 days	Thu 24/11/22	Tue 18/04/23			On Schedule
211		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts	Complete
212		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts	Complete
213		0%		Risk assessment workshop (Part 3) to be scheduled (suggest 22 Feb 2023)	1 day	Wed 22/02/23	Wed 22/02/23		Denise Morman	Future Task
214		0%		Outcomes of risk assessment workshops reviewed and agreed	3 days	Thu 23/02/23	Mon 27/02/23	213		Future Task
215		0%		Risk assessment workshop - Part 67 reg amendment (Date TBC - March 2023?)	1 day	Tue 28/03/23	Tue 28/03/23		Mark Roberts	Future Task
216		0%		Develop Risk Register	5 days	Wed 29/03/23	Tue 4/04/23	215	Mark Roberts,Denise Morman	Future Task
217		0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Wed 5/04/23	Tue 11/04/23	216	Denise Morman	Future Task
218		0%		Risk Register updated and approved	5 days	Wed 12/04/23	Tue 18/04/23	217	Denise Morman	Future Task
219		0%		Risk Register developed	0 days	Tue 18/04/23	Tue 18/04/23	218		Future Task
220		0%		Establish Steering Committee and Terms of Reference	18 days	Mon 27/02/23	Wed 22/03/23			Future Task
221		0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Mon 27/02/23	Fri 3/03/23	48SS	Denise Morman	Future Task
222		0%		Steering Committee members review TOR and provide feedback	5 days	Mon 6/03/23	Fri 10/03/23	221	Steering Committee members	Future Task
223		0%		TOR updated and signed off	3 days	Mon 13/03/23	Wed 15/03/23	222	Denise Morman,Andreas Marcelja	Future Task

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
224		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Thu 16/03/23	Wed 22/03/23	223	Denise Morman	Future Task
225		0%		Steering Committee established and Terms of Reference approved	0 days	Wed 22/03/23	Wed 22/03/23	224		Future Task
226		8%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23			Late
227		10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	200 days	Mon 4/07/22	Fri 7/04/23	7	Denise Morman	Late
228		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	227	Paul Hibberd,Steering Committee members	Future Task
229		0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	228	Steering Committee members	Future Task
230		0%		PMP reviewed and approved by RI BM	3 days	Mon 1/05/23	Wed 3/05/23	229	Paul Hibberd	Future Task
231		0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	230	Nathan Sullivan	Future Task
232		0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	231	Michelle Massey	Future Task
233		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	232	Andreas Marcelja	Future Task
234		0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	233	Chris Monahan	Future Task
235		0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	234		Future Task
236		0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Tue 10/10/23	Mon 16/10/23			Future Task
237		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Tue 10/10/23	Wed 11/10/23	129	Denise Morman	Future Task
238		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Thu 12/10/23	Thu 12/10/23	237	Denise Morman,Paul Hibberd	Future Task
239		0%		Update Gate Review documentation and circulate	2 days	Fri 13/10/23	Mon 16/10/23	238	Denise Morman	Future Task
240		0%		Gate Review completed	0 days	Mon 16/10/23	Mon 16/10/23	239		Future Task
241		0%		REGULATORY DEVELOPMENT PHASE	438 days	Tue 17/10/23	Thu 19/06/25			Future Task
242		0%		Regulations, CATS and Fees Regulations	438 days	Tue 17/10/23	Thu 19/06/25			Future Task
243		0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations	80 days	Tue 17/10/23	Mon 5/02/24	240	Suzanne Petrie	Future Task
244		0%		Consult DIs with internal stakeholders	5 days	Tue 6/02/24	Mon 12/02/24	243	Suzanne Petrie	Future Task
245		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Tue 13/02/24	Mon 26/02/24	244	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
246		0%		Settled DIs approved by SRO	3 days	Tue 27/02/24	Thu 29/02/24	245	Andreas Marcelja	Future Task
247		0%		Draft OPC Readiness Minute for EM approval	5 days	Fri 1/03/24	Thu 7/03/24	246	Suzanne Petrie	Future Task
248		0%		OPC Readiness Minute approved by A/EM SED	2 days	Fri 8/03/24	Mon 11/03/24	247	Chris Monahan,Andreas Marcelja	Future Task
249		0%		CASA clearance to commence drafting with OPC	2 days	Tue 12/03/24	Wed 13/03/24	248	Paul Hibberd	Future Task
250		0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	249	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter,Suzanne Petrie	Future Task
251		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	250	Mwala Putebo	Future Task
252		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	251	Part 67 TWG members	Future Task

Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
253		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	252	Part 67 TWG members	Future Task
254		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	253	Mwala Putebo	Future Task
255		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	254	Part 67 TWG members, Mwala Putebo	Future Task
256		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	255	Kate Manderson	Future Task
257		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	255	Mwala Putebo	Future Task
258		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	257	Web team	Future Task
259		0%		Exposure Draft updated with TWG and ASAP feedback - CASA and OPC rework until finalised	20 days	Thu 20/06/24	Wed 17/07/24	257SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, OPC drafter, Suzanne Petrie	Future Task
260		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	257	Pat Murray	Future Task
261		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	260	Pip Spence	Future Task
262		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	261	Pip Spence	Future Task
263		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	262	Amanda Palmer	Future Task
264		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	263	Nathan Sullivan, Kate Manderson, Tony Hochberg, Elizabeth Goosen, Suzanne Petrie	Future Task
265		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	264SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Suzanne Petrie	Future Task
266		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	264SS	Mel Hamilton	Future Task
267		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	264SS	Elizabeth Goosen	Future Task
268		0%		Exposure Draft cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	264SS	Adam Anastasi	Future Task
269		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	268		Future Task
270		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	269SS+5 days		Future Task
271		0%		Consider consultation feedback and amend policy documents/prepare drafting instructions etc - CASA and OPC rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	270SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, OPC drafter, Suzanne Petrie	Future Task
272		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	270	Nathan Sullivan, Kate Manderson, Tony Hochberg	Future Task
273		0%		Draft SOC, amended policy documents and Exposure Draft reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	272	Suzanne Petrie	Future Task
274		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	273	Michelle Massey	Future Task

Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
275		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	274	Carlie Brewer, Maryanne Ashton-Sporne	Future Task
276		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	275	Amanda Palmer	Future Task
277		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	276	Amanda Palmer	Future Task
278		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	277		Future Task
279		0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Fri 13/09/24	Thu 25/09/24	269	Suzanne Petrie	Future Task
280		0%		Letter to Minister and EM sent to the Department for initial review	1 day	Fri 27/09/24	Fri 27/09/24	279	Paul Hibberd, Leah Marshall	Future Task
281		0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Mon 30/09/24	Fri 11/10/24	280	Adam Anastasi, Suzanne Petrie	Future Task
282		0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	7 days	Fri 13/09/24	Mon 23/09/24	279SS	Adam Anastasi	Future Task
283		0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	5 days	Mon 14/10/24	Fri 18/10/24	281	Adam Anastasi, Kate Manderson, Tony Hochberg, Nathan Sullivan, Suzanne Petrie, Michelle Massey	Future Task
284		0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	7 days	Fri 18/10/24	Mon 28/10/24	271	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, David Gilbert, Suzanne Petrie, Michelle Massey	Future Task
285		0%		Gate Review - are we ready to 'make' the rules	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
286		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	284FF	Denise Morman	Future Task
287		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	286	Paul Hibberd, Denise Morman	Future Task
288		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	287	Denise Morman	Future Task
289		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	288		Future Task
290		0%		'Make' process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
291		0%		CSC and LIRA approve Regulatory Approval package and send to the DAS	3 days	Fri 25/10/24	Tue 29/10/24	286SS	Adam Anastasi, Andreas Marcelja, Michelle Massey	Future Task
292		0%		DAS approves Regulatory Approval package	3 days	Wed 30/10/24	Fri 1/11/24	291	Pip Spence	Future Task
293		0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Mon 4/11/24	Mon 4/11/24	292	Paul Hibberd, Leah Marshall	Future Task
294		0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Tue 5/11/24	Mon 25/11/24	293	Department POC	Future Task
295		0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking by the Governor General	12 days	Tue 26/11/24	Wed 11/12/24	294	Minister's office	Future Task
296		0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Thu 12/12/24	Thu 12/12/24	295		Future Task
297		0%		Regulation Amendment made	0 days	Thu 12/12/24	Thu 12/12/24	296		Future Task
298		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	297	Nadia Spesyvy	Future Task
299		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	298	Mel Hamilton	Future Task
300		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	299	Carlie Brewer	Future Task
301		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	299	Mel Hamilton	Future Task
302		0%		Disallowance Period	135 days	Fri 13/12/24	Thu 19/06/25			Future Task
303		0%		Part 67 amendment	135 days	Fri 13/12/24	Thu 19/06/25	297SS		Future Task

Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
304		0%		Disallowance Period ended	0 days	Thu 19/06/25	Thu 19/06/25	303		Future Task
305		0%		Part 67 Manual of Standards (MOS)	299 days	Tue 31/10/23	Fri 20/12/24			Future Task
306		0%		Develop MOS Drafting Instructions (in conjunction with the reg DIs)	70 days	Tue 31/10/23	Mon 5/02/24	243FF	Suzanne Petrie	Future Task
307		0%		Consult DIs with Internal stakeholders	3 days	Tue 6/02/24	Thu 8/02/24	244SS	Suzanne Petrie	Future Task
308		0%		Settle DIs, SFR drafted and approved by SRO for submission to LIRA	8 days	Fri 9/02/24	Tue 20/03/24	307	Nathan Sullivan,Kate Manderson,Tony Hochberg,Andreas Marcelja,Suzanne Petrie,Michelle Massey	Future Task
309		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	15 days	Wed 21/02/24	Tue 12/03/24	308	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
310		0%		SRO endorsement of DIs	1 day	Wed 13/03/24	Wed 13/03/24	309	Andreas Marcelja	Future Task
311		0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	50 days	Thu 14/03/24	Wed 22/05/24	310	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
312		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Thu 23/05/24	Mon 27/05/24	311	Mwala Putebo	Future Task
313		0%		TWG reviews CASA's documents	10 days	Tue 28/05/24	Mon 10/06/24	312	Part 67 TWG members	Future Task
314		0%		Virtual TWG meeting	1 day	Tue 11/06/24	Tue 11/06/24	313	Part 67 TWG members	Future Task
315		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Wed 12/06/24	Wed 12/06/24	314	Mwala Putebo	Future Task
316		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Thu 13/06/24	Wed 19/06/24	315	Mwala Putebo,Part 67 TWG members	Future Task
317		0%		CASA PMO to review TWG report and provide final comments	3 days	Thu 20/06/24	Mon 24/06/24	316	Kate Manderson	Future Task
318		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 20/06/24	Fri 28/06/24	316	Mwala Putebo	Future Task
319		0%		TWG report published on CASA website	1 day	Mon 1/07/24	Mon 1/07/24	318	Web team	Future Task
320		0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	8 days	Mon 1/07/24	Wed 10/07/24	318	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
321		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Mon 1/07/24	Fri 5/07/24	318	Pat Murray	Future Task
322		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 8/07/24	Fri 26/07/24	321	Pip Spence	Future Task
323		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	1 day	Mon 29/07/24	Mon 29/07/24	322	Pip Spence	Future Task
324		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Tue 30/07/24	Tue 30/07/24	323	Amanda Palmer	Future Task
325		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Wed 31/07/24	Thu 15/08/24	324	Nathan Sullivan,Kate Manderson,Tony Hochberg,Elizabeth Goosen,Suzanne Petrie	Future Task

Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessor	Resource Names	Status
326		0%		Draft questions for survey system	12 days	Wed 31/07/24	Thu 15/08/24	325SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie	Future Task
327		0%		Reg comms finalised and approved	12 days	Wed 31/07/24	Thu 15/08/24	325SS	Mel Hamilton	Future Task
328		0%		Set up Consultation Hub survey system	12 days	Wed 31/07/24	Thu 15/08/24	325SS	Elizabeth Goosen	Future Task
329		0%		MOS cleared by LIRA	12 days	Wed 31/07/24	Thu 15/08/24	325SS	Adam Anastasi	Future Task
330		0%		Public Consultation	20 days	Fri 16/08/24	Thu 12/09/24	329		Future Task
331		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Fri 23/08/24	Thu 3/10/24	330SS+5 days		Future Task
332		0%		Consider consultation feedback and amend MOS - Policy Officer, AvMed SMEs and LIRA rework until finalised	40 days	Fri 23/08/24	Thu 17/10/24	331SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
333		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Fri 4/10/24	Thu 10/10/24	331	Nathan Sullivan,Kate Manderson,Tony Hochberg	Future Task
334		0%		Draft SOC and MOS reviewed by impacted internal business areas	10 days	Fri 11/10/24	Thu 24/10/24	333	Suzanne Petrie	Future Task
335		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 25/10/24	Fri 25/10/24	334	Michelle Massey	Future Task
336		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Mon 28/10/24	Fri 1/11/24	335	Carlie Brewer,Maryanne Ashton-Sporne	Future Task
337		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 4/11/24	Mon 4/11/24	336	Amanda Palmer	Future Task
338		0%		SED circulates the SOC to the Department and TWG for info	1 day	Tue 5/11/24	Tue 5/11/24	337	Amanda Palmer	Future Task
339		0%		SOC and responses published to the Consultation Hub	0 days	Tue 5/11/24	Tue 5/11/24	338		Future Task
340		0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	9 days	Wed 6/11/24	Mon 18/11/24	339	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie	Future Task
341		0%		Gate Review - are we ready to 'make' the MOS	5 days	Fri 25/10/24	Thu 31/10/24			Future Task
342		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	2 days	Fri 25/10/24	Mon 28/10/24	334	Denise Morman	Future Task
343		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 29/10/24	Tue 29/10/24	342	Denise Morman,Paul Hibberd	Future Task
344		0%		Update Gate Review documentation and circulate	2 days	Wed 30/10/24	Thu 31/10/24	343	Denise Morman	Future Task
345		0%		Gate Review completed	0 days	Thu 31/10/24	Thu 31/10/24	344		Future Task
346		0%		MOS Make Process	41 days	Fri 25/10/24	Fri 20/12/24			Future Task
347		0%		CSC and LIRA approve MOS Package and send to DAS	3 days	Fri 25/10/24	Tue 29/10/24	342SS	Adam Anastasi,Andreas Marcelja,Suzanne Petrie,Michelle Massey	Future Task
348		0%		DAS approves MOS Package	3 days	Wed 30/10/24	Fri 1/11/24	347	Pip Spence	Future Task
349		0%		Contingency (if needed)	28 days	Mon 4/11/24	Wed 11/12/24	348		Future Task
350		0%		MOS Made (to be aligned with Reg make date)	0 days	Thu 12/12/24	Thu 12/12/24	297		Future Task
351		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	350	Nadia Spesyvy	Future Task
352		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	351	Mel Hamilton	Future Task
353		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	352	Carlie Brewer	Future Task
354		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	352	Mel Hamilton	Future Task
355		0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24			Future Task
374		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late
375		0%		Implementation Plan	1 day?	Wed 15/06/22	Wed 15/06/22			Late

Part 67 project schedule - v0.9 as at 18 Jan 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Status
377		0%		Transition Strategy	1 day?	Wed 15/06/22	Wed 15/06/22			Late
379		0%		Critical Guidance Material	1 day?	Wed 15/06/22	Wed 15/06/22			Late
381		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22			Late

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Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
1		16%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2121 days?	Fri 6/10/17	Fri 21/11/25	
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17	
3		100%		Shane Carmody, A/CEO and DAS approved the commencement of FS 16/08 - Medical Certification Standards Project	1 day	Fri 6/10/17	Fri 6/10/17	
4		23%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	930 days?	Mon 2/05/22	Fri 21/11/25	
5		90%		Industry feedback on Discussion Paper (DP) 2206FS	212 days	Mon 2/05/22	Tue 21/02/23	
45		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	430 days?	Wed 15/06/22	Tue 6/02/24	
64		3%		Communication Strategy	856 days	Fri 12/08/22	Fri 21/11/25	
70		59%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	233 days?	Wed 15/06/22	Fri 5/05/23	
98		13%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 4 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	372 days?	Wed 15/06/22	Thu 16/11/23	
99		0%		Develop new Class 4 medical standard and associated guidance	208 days	Tue 31/01/23	Thu 16/11/23	43
100		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23	
101		0%		BVR developed and approved re CASA engaging external consultant to develop the Class 4 medical standard and associated guidance	20 days	Wed 1/02/23	Tue 28/02/23	
102		0%		Limited Tender Procurement process undertaken to engage external consultant	18 days	Wed 1/03/23	Fri 24/03/23	101
103		0%		External consultant onboarded and first draft of Class 4 medical standard and guidance developed	40 days	Mon 27/03/23	Fri 19/05/23	
104		0%		Class 4 medical standard and guidance reviewed internally and feedback incorporated	10 days	Mon 22/05/23	Fri 2/06/23	103
105		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Mon 5/06/23	Wed 7/06/23	104
106		0%		TWG reviews CASA's documents (e.g. Class 4 medical standard and associated guidance)	10 days	Thu 8/06/23	Wed 21/06/23	105
107		0%		Virtual TWG meeting	1 day	Thu 22/06/23	Thu 22/06/23	106
108		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Fri 23/06/23	Mon 26/06/23	107
109		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 27/06/23	Mon 3/07/23	108
110		0%		CASA PMO to review TWG report and provide final comments	3 days	Tue 4/07/23	Thu 6/07/23	109
111		0%		TWG report circulated to ASAP for feedback/approval	7 days	Fri 7/07/23	Mon 17/07/23	110
112		0%		TWG report published on CASA website	1 day	Tue 18/07/23	Tue 18/07/23	111
113		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Tue 18/07/23	Mon 31/07/23	111
114		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Tue 1/08/23	Mon 28/08/23	113
115		0%		ASC Paper to be developed and ASC out-of-session meeting to be conducted	20 days	Tue 1/08/23	Mon 28/08/23	113
116		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	10 days	Tue 29/08/23	Mon 11/09/23	114
117		0%		New Class 4 medical standard and associated guidance settled	5 days	Tue 1/08/23	Mon 7/08/23	113

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
118		0%		Summary of Proposed Change (SPC) document developed and cleared for public consultation	10 days	Tue 1/08/23	Mon 14/08/23	117SS
119		0%		Draft questions for survey system (in conjunction with Elizabeth)	15 days	Tue 15/08/23	Mon 4/09/23	118
120		0%		Develop associated email notification comms and seek approval	5 days	Tue 22/08/23	Mon 4/09/23	119FF
121		0%		Set up Consultation Hub survey system	10 days	Tue 22/08/23	Mon 4/09/23	119FF
122		0%		Public Consultation	20 days	Tue 5/09/23	Mon 2/10/23	121
123		0%		Public consultation responses analysed	20 days	Tue 12/09/23	Mon 9/10/23	122SS+5 day
124		0%		Develop Summary of Consultation (SOC)	10 days	Tue 10/10/23	Mon 23/10/23	123
125		0%		AvMed team review and update SOC to include CASA's responses	3 days	Tue 24/10/23	Thu 26/10/23	124
126		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Fri 27/10/23	Thu 2/11/23	125
127		0%		Class 4 Medical Standard and associated guidance updated, approved and published (check QCP process - to take priority over publishing SOC)	10 days	Fri 27/10/23	Thu 9/11/23	126SS
128		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Fri 3/11/23	Fri 3/11/23	126
129		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	7 days	Mon 6/11/23	Tue 14/11/23	128
130		0%		SED provides the DAS with the comms pack and SOC	1 day	Wed 15/11/23	Wed 15/11/23	129
131		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Wed 15/11/23	Wed 15/11/23	129
132		0%		SOC and responses published to Consultation Hub and comms released	1 day	Thu 16/11/23	Thu 16/11/23	130
133		0%		Class 4 Medical Standard and associated guidance SOC published	0 days	Thu 16/11/23	Thu 16/11/23	132
134		65%		Policy Position Document (PPD) aka Policy Statement for Self-Declared Class 4 Medical Certificate - Internal and TWG Consultation Only	323 days?	Wed 15/06/22	Fri 8/09/23	
135		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22
136		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23	
137		0%		Policy Statement reviewed by AvMed SMEs and feedback incorporated	8 days	Thu 2/02/23	Mon 13/02/23	136
138		0%		Policy Statement reviewed by LIRA and feedback incorporated	3 days	Tue 14/02/23	Thu 16/02/23	137
139		0%		Policy Statement reviewed by FSI and feedback incorporated	3 days	Fri 17/02/23	Tue 21/02/23	138
140		0%		Policy Statement reviewed by Sports and Rec team and feedback incorporated	3 days	Wed 22/02/23	Fri 24/02/23	139
141		0%		Policy Statement reviewed by Branch Manager ETRC	5 days	Mon 27/02/23	Fri 3/03/23	140
142		0%		Refer row 159 re DIs for exemption instrument and draft Plain English Guide to be reviewed internally and feedback incorporated (including abovementioned internal stakeholders plus comms team)	10 days	Mon 6/03/23	Fri 17/03/23	141
143		0%		Policy Statement approved by Branch Manager CSC (in conjunction with exemption instrument)	5 days	Mon 20/03/23	Fri 24/03/23	142
144		0%		Policy Statement approved by EM SED (in conjunction with exemption instrument)	3 days	Mon 27/03/23	Wed 29/03/23	143
145		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation (aligned with)	3 days	Fri 12/05/23	Tue 16/05/23	167SS








































Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
146		0%		TWG reviews CASA's documents (e.g. Policy Statement for Class 4, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 17/05/23	Tue 30/05/23	145
147		0%		Virtual TWG meeting	1 day	Wed 31/05/23	Wed 31/05/23	146
148		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Thu 1/06/23	Fri 2/06/23	147
149		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Mon 5/06/23	Fri 9/06/23	148
150		0%		CASA PMO to review TWG report and provide final comments	3 days	Mon 12/06/23	Wed 14/06/23	149
151		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 15/06/23	Fri 23/06/23	150
152		0%		TWG report published on CASA website	1 day	Mon 16/06/23	Mon 26/06/23	151
153		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Mon 26/06/23	Fri 7/07/23	151
154		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	20 days	Mon 10/07/23	Fri 4/08/23	153
155		0%		ASC Paper to be developed and ASC out-of-session meeting to be conducted	20 days	Mon 10/07/23	Fri 4/08/23	153
156		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including what action CASA will be taking	10 days	Mon 7/08/23	Fri 18/08/23	154
157		0%		Policy Statement settled and circulated to internal stakeholders (LIRA, SED, FSB) for endorsement and to the SRO for approval	15 days	Mon 21/08/23	Fri 8/09/23	156
158		0%		Policy Position Document complete - internal/TWG version only	0 days	Fri 8/09/23	Fri 8/09/23	157
159		0%		Refer rows xxx for public consultation with exemption instrument	1 day?	Wed 15/06/22	Wed 15/06/22	
160		2%		Exemption Instrument for Self-Declared Class 4 Medical Certificate	362 days?	Wed 15/06/22	Thu 2/11/23	
161		50%		Prepare DIs for exemption instrument	30 days	Mon 23/01/23	Fri 3/03/23	
162		0%		Consult draft PEG and DIs for Class 4 instrument with internal stakeholders and rework until content settled	10 days	Mon 6/03/23	Fri 17/03/23	161
163		0%		SFR for the exemption instrument developed and cleared by CSC Branch Manager	5 days	Mon 20/03/23	Fri 24/03/23	162
164		0%		SFR approved by EM SED	3 days	Mon 27/03/23	Wed 29/03/23	163
165		0%		Approved SFR submitted to LIRA	1 day	Thu 30/03/23	Thu 30/03/23	164
166		0%		Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted	30 days	Fri 31/03/23	Thu 11/05/23	165
167		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 12/05/23	Tue 16/05/23	166
168		0%		TWG reviews CASA's documents (e.g. Policy Statement for Class 4, draft PEG, draft Instrument for Class 4 Medical Certificate)	10 days	Wed 17/05/23	Tue 30/05/23	167
169		0%		Virtual TWG meeting	1 day	Wed 31/05/23	Wed 31/05/23	168
170		0%		Rework exemption instrument based on TWG feedback until settled and cleared for public consultation	30 days	Thu 1/06/23	Wed 12/07/23	169
171		0%		Summary of Proposed Change (SPC) document developed and cleared for public consultation	10 days	Thu 1/06/23	Wed 14/06/23	169
172		0%		Draft questions for survey system (in conjunction with Elizabeth and the Policy Officer converting the internal Policy Statement into the external Policy Proposal Document)	15 days	Thu 15/06/23	Wed 5/07/23	171
173		0%		Develop associated email notification comms and seek approval	5 days	Thu 29/06/23	Wed 5/07/23	172FF
174		0%		Set up Consultation Hub survey system	10 days	Thu 22/06/23	Wed 5/07/23	172FF
175		0%		Public Consultation	20 days	Thu 6/07/23	Wed 2/08/23	174

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
176	0%		Analysis of consultation feedback and settled instrument content	20 days	Thu 13/07/23	Wed 9/08/23	175SS+5 day
177	0%		Develop Summary of Consultation (SOC)	30 days	Thu 20/07/23	Wed 30/08/23	176SS+5 day
178	0%		AvMed team review and update SOC to include CASA's responses	3 days	Thu 31/08/23	Mon 4/09/23	177
179	0%		Draft SOC reviewed internally and feedback incorporated	5 days	Tue 5/09/23	Mon 11/09/23	178
180	0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Tue 12/09/23	Tue 12/09/23	179
181	0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	7 days	Wed 13/09/23	Thu 21/09/23	180
182	0%		SED provides the DAS with the comms pack and SOC	1 day	Fri 22/09/23	Fri 22/09/23	181
183	0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Fri 22/09/23	Fri 22/09/23	181
184	0%		SOC and responses published to Consultation Hub and comms released	1 day	Mon 25/09/23	Mon 25/09/23	183
185	0%		SOC published	0 days	Mon 25/09/23	Mon 25/09/23	184
186	0%		Develop explanatory statement and Statement of Compatibility with Human Rights (SCHR)	12 days	Wed 13/09/23	Thu 28/09/23	180
187	0%		Finalise instrument package and complete editorial reviews	10 days	Fri 29/09/23	Thu 12/10/23	186
188	0%		Instrument package cleared by CSC Branch and A/EM SED and submitted to LIRA	5 days	Fri 13/10/23	Thu 19/10/23	187
189	0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Fri 20/10/23	Thu 26/10/23	188
190	0%		Instrument Made	0 days	Thu 26/10/23	Thu 26/10/23	189
191	0%		Register on FRLI (within 4 days)	4 days	Fri 27/10/23	Wed 1/11/23	190
192	0%		Notify internal stakeholders	1 day	Thu 2/11/23	Thu 2/11/23	191
193	0%		Update project webpage	1 day	Thu 2/11/23	Thu 2/11/23	191
194	0%		Update subscriber notifications	1 day	Thu 2/11/23	Thu 2/11/23	191
195	0%		Instrument for Class 4 Medical Certificate complete (excluding implementation/transition)	0 days	Thu 2/11/23	Thu 2/11/23	194
196	0%		Guidance Material - to be updated / new?	1 day?	Wed 15/06/22	Wed 15/06/22	
200	0%		Temporary Management Instruction (TMI)?	1 day?	Wed 15/06/22	Wed 15/06/22	
204	0%		Update Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22	
207	0%		Global dropbox developed (in relation to updated Clinical Practice Guidelines)	1 day?	Wed 15/06/22	Wed 15/06/22	
209	0%		Forms, Checklists	1 day?	Wed 15/06/22	Wed 15/06/22	
213	0%		Processes, Procedures, Work Instructions, Manuals	1 day?	Wed 15/06/22	Wed 15/06/22	
217	0%		System Changes? E.g. myCASA portal, MRS	1 day?	Wed 15/06/22	Wed 15/06/22	
218	0%		Provide a briefing to ITB on potential MRS changes (resources needed, potential problems, etc)	1 day?	Wed 15/06/22	Wed 15/06/22	
219	0%		Pilot and doctor questionnaires - new section of MRS or same process s BC2 with a printed form?	1 day?	Wed 15/06/22	Wed 15/06/22	
220	0%		Transition to Class 4 from Basic Class 2	1 day?	Wed 15/06/22	Wed 15/06/22	
224	0%		Do we need to amend any other Instruments?	1 day?	Wed 15/06/22	Wed 15/06/22	
227	9%		Part 67 Plain English Guide (PEG)	338 days	Mon 2/05/22	Wed 16/08/23	
228	10%		First draft of PEG developed (concurrent with developing the Policy Statement and drafting instructions for Class 4 M)	215 days	Mon 2/05/22	Fri 24/02/23	
229	0%		Consult with internal stakeholders (together with the Policy Statement and drafting instructions for Class 4 M)	10 days	Mon 27/02/23	Fri 10/03/23	228
230	0%		Second draft circulated to TWG members for review (together with Policy Statement and draft Instrument fo	10 days	Wed 15/06/22	Tue 28/06/22	
231	0%		Third draft available for public consultation (together with the SPC document and draft Instrument for Class 4)	20 days	Thu 6/07/23	Wed 2/08/23	175SS
232	0%		PEG updated as a result of public consultation	10 days	Thu 3/08/23	Wed 16/08/23	231
233	0%		Part 67 PEG complete (subject to any changes during the drafting of the regulations and MOS)	0 days	Wed 16/08/23	Wed 16/08/23	232
234	0%		Financial Impacts	26 days	Thu 16/02/23	Thu 23/03/23	
235	0%		Complete Costing Workbook with the Finance Branch	1 day	Thu 16/02/23	Thu 16/02/23	
236	0%		Discuss Cost Recovery Implementation Statement (CRIS) with the Finance Branch	10 days	Fri 24/02/23	Thu 9/03/23	235
237	0%		Develop Minute/Issues Paper re costs associated with a decentralised model	10 days	Fri 10/03/23	Thu 23/03/23	236
238	0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 10/03/23	Thu 23/03/23	236
239	94%		Journey Maps (current and future state)	197 days	Mon 4/07/22	Tue 4/04/23	

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
240		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22	
241		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22	
242		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	241
243		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	242SS
244		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	242SS
245		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	244
246		0%		Draft Journey Map (self-declared Class 4 medical certificate) prepared and reworked until final (future state)	25 days	Wed 25/01/23	Tue 28/02/23	245
247		0%		Journey map (self-declared Class 4 medical certificate) approved (future state)	5 days	Wed 1/03/23	Tue 7/03/23	246
248		0%		Journey map (Class 1, Class 2, Class 3) prepared and reworked until final (future state)	20 days	Wed 8/03/23	Tue 4/04/23	247
249		0%		Journey map complete	0 days	Tue 4/04/23	Tue 4/04/23	248
250		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22	
251		0%		Circulate approved Policy Statement to Section Manager Regulatory Impact Analysis	1 day	Wed 10/08/22	Wed 10/08/22	61
252		0%		If needed, RIB/SED relevant staff meet to discuss the Policy Statement	1 day	Wed 10/08/22	Wed 10/08/22	62
253		0%		Prepare Preliminary Impact Assessment (PIA)	20 days	Thu 11/08/22	Wed 7/09/22	252
254		0%		PIA reviewed and approved	5 days	Thu 8/09/22	Wed 14/09/22	253
255		0%		Approved PIA circulated to the Office of Impact Analysis (OIA) to determine if a RIS is required (or a RIS exem	20 days	Thu 15/09/22	Wed 12/10/22	254
256		0%		Additional tasks to be added following outcome of above task	20 days	Thu 13/10/22	Wed 9/11/22	255
257		0%		Ministerial Submission (MinSub) Approval	46 days	Fri 1/03/24	Fri 3/05/24	
258		0%		Prepare MinSub	20 days	Fri 1/03/24	Thu 28/03/24	310
259		0%		Provide advanced notice to the Department of upcoming MinSub	5 days	Fri 29/03/24	Thu 4/04/24	258
260		0%		Draft version of MinSub is reviewed by FSB, LIRA, SED, SRO and G&PS	5 days	Fri 29/03/24	Thu 4/04/24	258
261		0%		MinSub incorporated into PPD package for internal endorsement and A/EM SED approval	5 days	Fri 5/04/24	Thu 11/04/24	260
262		0%		MinSub submitted to G&PS for DAS approval	1 day	Fri 12/04/24	Fri 12/04/24	261
263		0%		MinSub approved by the DAS	3 days	Mon 15/04/24	Wed 17/04/24	262
264		0%		G&PS submits the MinSub (and supporting policy papers) to the Minister's office	1 day	Thu 18/04/24	Thu 18/04/24	263
265		0%		MinSub and policy papers are noted by the Minister's office	10 days	Fri 19/04/24	Thu 2/05/24	264
266		0%		G&PS notifies project stakeholders of noted MinSub and policy papers	1 day	Fri 3/05/24	Fri 3/05/24	265
267		0%		MinSub Approval complete	0 days	Fri 3/05/24	Fri 3/05/24	266
268		15%		Change Impact Analysis / Benefits Identification	94 days	Wed 2/11/22	Mon 13/03/23	
269		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22	
270		0%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 1/03/23	Wed 1/03/23	
271		0%		Identify and document change impacts and benefits	3 days	Thu 2/03/23	Mon 6/03/23	270
272		0%		Document circulated to workshop stakeholders for feedback	3 days	Tue 7/03/23	Thu 9/03/23	271
273		0%		Update Policy Statement re Change Impact Analysis	1 day	Fri 10/03/23	Fri 10/03/23	272

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
274		0%		Update Benefits Realisation section of Project Management Plan	1 day	Mon 13/03/23	Mon 13/03/23	273
275		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 13/03/23	Mon 13/03/23	274
276		8%		Risk Assessment Workshop Conducted / Risk Register Developed	134 days?	Thu 24/11/22	Tue 30/05/23	
277		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Thu 24/11/22	Thu 24/11/22	
278		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Tue 13/12/22	Tue 13/12/22	
279		0%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day?	Thu 2/02/23	Thu 2/02/23	
280		0%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23	
281		0%		Outcomes of risk assessment workshops reviewed and agreed	3 days	Thu 23/02/23	Mon 27/02/23	280
282		0%		Risk assessment workshop - Part 67 reg amendment (Date TBC - May 2023?)	1 day	Tue 9/05/23	Tue 9/05/23	
283		0%		Develop Risk Register	5 days	Wed 10/05/23	Tue 16/05/23	282
284		0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Wed 17/05/23	Tue 23/05/23	283
285		0%		Risk Register updated and approved	5 days	Wed 24/05/23	Tue 30/05/23	284
286		0%		Risk Register developed	0 days	Tue 30/05/23	Tue 30/05/23	285
287		0%		Establish Steering Committee and Terms of Reference	18 days	Tue 3/10/23	Thu 26/10/23	
288		0%		Draft Steering Committee Terms of Reference (TOR)	5 days	Tue 3/10/23	Mon 9/10/23	4855
289		0%		Steering Committee members review TOR and provide feedback	5 days	Tue 10/10/23	Mon 16/10/23	288
290		0%		TOR updated and signed off	3 days	Tue 17/10/23	Thu 19/10/23	289
291		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Fri 20/10/23	Thu 26/10/23	290
292		0%		Steering Committee established and Terms of Reference approved	0 days	Thu 26/10/23	Thu 26/10/23	291
293		8%		Project Management Plan	230 days	Mon 4/07/22	Fri 19/05/23	
294		10%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transitor	200 days	Mon 4/07/22	Fri 7/04/23	7
295		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 10/04/23	Fri 21/04/23	294
296		0%		PMP reviewed by Steering Committee	5 days	Mon 24/04/23	Fri 28/04/23	295
297		0%		PMP reviewed and approved by RI BM	3 days	Mon 1/05/23	Wed 3/05/23	296
298		0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 4/05/23	Mon 8/05/23	297
299		0%		PMP reviewed and approved by CSC BM	3 days	Tue 9/05/23	Thu 11/05/23	298
300		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 12/05/23	Tue 16/05/23	299
301		0%		PMP reviewed and approved by EM NOS	3 days	Wed 17/05/23	Fri 19/05/23	300
302		0%		Project Management Plan approved	0 days	Fri 19/05/23	Fri 19/05/23	301
303		0%		Gate Review - are we ready to move to the Regulatory Development Phase	5 days	Fri 3/11/23	Thu 9/11/23	
304		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resou	2 days	Fri 3/11/23	Mon 6/11/23	194
305		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Tue 7/11/23	Tue 7/11/23	304
306		0%		Update Gate Review documentation and circulate	2 days	Wed 8/11/23	Thu 9/11/23	305
307		0%		Gate Review completed	0 days	Thu 9/11/23	Thu 9/11/23	306
308		0%		REGULATORY DEVELOPMENT PHASE	420 days	Fri 10/11/23	Thu 19/06/25	
309		0%		Regulations, CATS and Fees Regulations	420 days	Fri 10/11/23	Thu 19/06/25	
310		0%		Prepare Drafting Instructions (DIs) for regulations, CATS and fees regulations	80 days	Fri 10/11/23	Thu 29/02/24	307
311		0%		Consult DIs with internal stakeholders	5 days	Fri 1/03/24	Thu 7/03/24	310
312		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	10 days	Fri 8/03/24	Thu 21/03/24	311
313		0%		Settled DIs approved by SRO	3 days	Fri 22/03/24	Tue 26/03/24	312
314		0%		Draft OPC Readiness Minute for EM approval	5 days	Wed 27/03/24	Tue 2/04/24	313

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
315		0%		OPC Readiness Minute approved by A/EM SED	2 days	Wed 3/04/24	Thu 4/04/24	314
316		0%		CASA clearance to commence drafting with OPC	2 days	Fri 5/04/24	Mon 8/04/24	315
317		0%		Policy Officer, AvMed SMEs, LIRA and OPC refine Reg and rework content until settled	50 days	Tue 9/04/24	Mon 17/06/24	316
318		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Tue 18/06/24	Thu 20/06/24	317
319		0%		TWG reviews CASA's documents	10 days	Fri 21/06/24	Thu 4/07/24	318
320		0%		Virtual TWG meeting	1 day	Fri 5/07/24	Fri 5/07/24	319
321		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 8/07/24	Mon 8/07/24	320
322		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 9/07/24	Mon 15/07/24	321
323		0%		CASA PMO to review TWG report and provide final comments	3 days	Tue 16/07/24	Thu 18/07/24	322
324		0%		TWG report circulated to ASAP for feedback/approval	7 days	Tue 16/07/24	Wed 24/07/24	322
325		0%		TWG report published on CASA website	1 day	Thu 25/07/24	Thu 25/07/24	324
326		0%		Exposure Draft updated with TWG and ASAP feedback - CASA and OPC rework until finalised	20 days	Tue 16/07/24	Mon 12/08/24	324SS
327		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Thu 25/07/24	Wed 31/07/24	324
328		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Thu 1/08/24	Wed 21/08/24	327
329		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including	1 day	Thu 22/08/24	Thu 22/08/24	328
330		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Fri 23/08/24	Fri 23/08/24	329
331		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Mon 26/08/24	Tue 10/09/24	330
332		0%		Draft questions for survey system	12 days	Mon 26/08/24	Tue 10/09/24	331SS
333		0%		Reg comms finalised and approved	12 days	Mon 26/08/24	Tue 10/09/24	331SS
334		0%		Set up Consultation Hub survey system	12 days	Mon 26/08/24	Tue 10/09/24	331SS
335		0%		Exposure Draft cleared by LIRA	12 days	Mon 26/08/24	Tue 10/09/24	331SS
336		0%		Public Consultation	20 days	Wed 11/09/24	Tue 8/10/24	335
337		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Wed 18/09/24	Tue 29/10/24	336SS+5 day
338		0%		Consider consultation feedback and amend policy documents/prepare drafting instructions etc - CASA and OPC rework until finalised	40 days	Wed 18/09/24	Tue 12/11/24	337SS
339		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Wed 30/10/24	Tue 5/11/24	337
340		0%		Draft SOC, amended policy documents and Exposure Draft reviewed by impacted internal business areas	10 days	Wed 6/11/24	Tue 19/11/24	339
341		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 20/11/24	Wed 20/11/24	340
342		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Thu 21/11/24	Wed 27/11/24	341
343		0%		SED provides the DAS with the comms pack and SOC	1 day	Thu 28/11/24	Thu 28/11/24	342

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
344		0%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 29/11/24	Fri 29/11/24	343
345		0%		SOC and responses published to the Consultation Hub	0 days	Fri 29/11/24	Fri 29/11/24	344
346		0%		Policy Officer drafts Explanatory Memorandum (EM) and LIRA reviews	10 days	Wed 9/10/24	Tue 22/10/24	336
347		0%		Letter to Minister and EM sent to the Department for initial review	1 day	Wed 23/10/24	Wed 23/10/24	346
348		0%		Policy Officer/LIRA and Department rework EM until content settled	10 days	Thu 24/10/24	Wed 6/11/24	347
349		0%		LIRA drafts the Statement of Compatibility with Human Rights (SCHR)	7 days	Wed 17/10/24	Thu 17/10/24	346SS
350		0%		Policy Officer prepares Explanatory Statement (ES) for approval by LIRA, AvMed SMEs and the SRO	5 days	Thu 7/11/24	Wed 13/11/24	348
351		0%		Policy Officer, AvMed SMEs and LIRA finalise Initial Reg Approval Package (Reg, RIS, SCHR, ES, DAS Minute, Letter to the Minister)	7 days	Wed 13/11/24	Thu 21/11/24	338
352		0%		Gate Review - are we ready to 'make' the rules	5 days	Wed 20/11/24	Tue 26/11/24	
353		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of res	2 days	Wed 20/11/24	Thu 21/11/24	351FF
354		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Fri 22/11/24	Fri 22/11/24	353
355		0%		Update Gate Review documentation and circulate	2 days	Mon 25/11/24	Tue 26/11/24	354
356		0%		Gate Review completed	0 days	Tue 26/11/24	Tue 26/11/24	355
357		0%		'Make' process	34 days	Wed 20/11/24	Mon 6/01/25	
358		0%		CSC and LIRA approve Regulatory Approval package and sends to the DAS	3 days	Wed 20/11/24	Fri 22/11/24	353SS
359		0%		DAS approves Regulatory Approval package	3 days	Mon 25/11/24	Wed 27/11/24	358
360		0%		RIB forwards the Minister's letter and approval package to the Department for the Minister's approval	1 day	Thu 28/11/24	Thu 28/11/24	359
361		0%		Department prepares ExCO minute/paper and sends to Minister for approval	15 days	Fri 29/11/24	Thu 19/12/24	360
362		0%		Minister's office submits regulation package, explanatory memo and ExCo minute to ExCo for rulemaking	12 days	Fri 20/12/24	Mon 6/01/25	361
363		0%		EXCO meeting (Note: Date to be confirmed once meeting schedule is published)	1 day	Thu 12/12/24	Thu 12/12/24	362
364		0%		Regulation Amendment Made	0 days	Thu 12/12/24	Thu 12/12/24	363
365		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	364
366		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	365
367		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	366
368		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	366
369		0%		Disallowance Period	135 days	Fri 13/12/24	Thu 19/06/25	
370		0%		Part 67 amendment	135 days	Fri 13/12/24	Thu 19/06/25	364SS
371		0%		Disallowance Period ended	0 days	Thu 19/06/25	Thu 19/06/25	370
372		0%		Part 67 Manual of Standards (v O...)	292 days	Fri 24/11/23	Mon 6/01/25	
373		0%		Develop MOS Drafting Instructions (in conjunction with the reg DIs)	70 days	Fri 24/11/23	Thu 29/02/24	310FF
374		0%		Consult DIs with Internal stakeholders	3 days	Fri 1/03/24	Tue 5/03/24	311SS
375		0%		Settle DIs, SFR drafted and approved by SRO for submission to LIRA	8 days	Wed 6/03/24	Fri 15/03/24	374

Part 67 project schedule - v0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
376		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content settled	15 days	Mon 18/03/24	Fri 5/04/24	375
377		0%		SRO endorsement of DIs	1 day	Mon 8/04/24	Mon 8/04/24	376
378		0%		Policy Officer, AvMed SMEs and LIRA develop MOS and rework content until settled	50 days	Tue 9/04/24	Mon 17/06/24	377
379		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Tue 18/06/24	Thu 20/06/24	378
380		0%		TWG reviews CASA's documents	10 days	Fri 21/06/24	Thu 4/07/24	379
381		0%		Virtual TWG meeting	1 day	Fri 5/07/24	Fri 5/07/24	380
382		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	1 day	Mon 8/07/24	Mon 8/07/24	381
383		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Tue 9/07/24	Mon 15/07/24	382
384		0%		CASA PMO to review TWG report and provide final comments	3 days	Tue 16/07/24	Thu 18/07/24	383
385		0%		TWG report circulated to ASAP for feedback/approval	7 days	Tue 16/07/24	Wed 24/07/24	383
386		0%		TWG report published on CASA website	1 day	Thu 25/07/24	Thu 25/07/24	385
387		0%		Policy Officer, AvMed SMEs and LIRA refine MOS content post TWG if required	8 days	Thu 25/07/24	Mon 5/08/24	385
388		0%		ASAP Chair formulates advice and provides to the DAS for consideration	5 days	Thu 25/07/24	Wed 31/07/24	385
389		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Thu 1/08/24	Wed 21/08/24	388
390		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including	1 day	Thu 22/08/24	Thu 22/08/24	389
391		0%		DAS decision communicated to AvMed team to inform Public Consultation	1 day	Fri 23/08/24	Fri 23/08/24	390
392		0%		AvMed SMEs, Policy Officer and Regulatory Development Coordinator finalise format of consultation documents	12 days	Mon 26/08/24	Tue 10/09/24	391
393		0%		Draft questions for survey system	12 days	Mon 26/08/24	Tue 10/09/24	392SS
394		0%		Reg comms finalised and approved	12 days	Mon 26/08/24	Tue 10/09/24	392SS
395		0%		Set up Consultation Hub survey system	12 days	Mon 26/08/24	Tue 10/09/24	392SS
396		0%		MOS cleared by LIRA	12 days	Mon 26/08/24	Tue 10/09/24	392SS
397		0%		Public Consultation	20 days	Wed 11/09/24	Tue 8/10/24	396
398		0%		Public Consultation responses analysed and SOC drafted (consider outsourcing analysis work)	30 days	Wed 18/09/24	Tue 29/10/24	397SS+5 day
399		0%		Consider consultation feedback and amend MOS - Policy Officer, AvMed SMEs and LIRA rework until finalised	40 days	Wed 18/09/24	Tue 12/11/24	398SS
400		0%		AvMed team review and update SOC to include CASA's responses (if required)	5 days	Wed 30/10/24	Tue 5/11/24	398
401		0%		Draft SOC and MOS reviewed by impacted internal business areas	10 days	Wed 6/11/24	Tue 19/11/24	400
402		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Wed 20/11/24	Wed 20/11/24	401
403		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Thu 21/11/24	Wed 27/11/24	402
404		0%		SED provides the DAS with the comms pack and SOC	1 day	Thu 28/11/24	Thu 28/11/24	403
405		0%		SED circulates the SOC to the Department and TWG for info	1 day	Fri 29/11/24	Fri 29/11/24	404

Part 67 project schedule - v.0.10 as at 9 Feb 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors
406		0%		SOC and responses published to the Consultation Hub	0 days	Fri 29/11/24	Fri 29/11/24	405
407		0%		Policy Officer, AvMed SMEs and LIRA finalise MOS Package (MOS, SCHR, ES, DAS Minute)	9 days	Mon 2/12/24	Thu 12/12/24	406
408		0%		Gate Review - are we ready to 'make' the MOS	5 days	Wed 20/11/24	Tue 26/11/24	
409		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of res	2 days	Wed 20/11/24	Thu 21/11/24	401
410		0%		Conduct Gate Review and confirm we are ready to move to the Standards Development Phase	1 day	Fri 22/11/24	Fri 22/11/24	409
411		0%		Update Gate Review documentation and circulate	2 days	Mon 25/11/24	Tue 26/11/24	410
412		0%		Gate Review completed	0 days	Tue 26/11/24	Tue 26/11/24	411
413		0%		MOS Make Process	34 days	Wed 20/11/24	Mon 6/01/25	
414		0%		CSC and LIRA approve MOS Package and sends to DAS	3 days	Wed 20/11/24	Fri 22/11/24	409SS
415		0%		DAS approves MOS Package	3 days	Mon 25/11/24	Wed 27/11/24	414
416		0%		Contingency (if needed)	28 days	Thu 28/11/24	Mon 6/01/25	415
417		0%		MOS Made (to be aligned with Reg make date)	0 days	Thu 12/12/24	Thu 12/12/24	364
418		0%		Register on FRLI (within 4 days)	4 days	Fri 13/12/24	Wed 18/12/24	417
419		0%		Notify internal stakeholders	1 day	Thu 19/12/24	Thu 19/12/24	418
420		0%		Update project webpage	1 day	Fri 20/12/24	Fri 20/12/24	419
421		0%		Update subscriber notifications	1 day	Fri 20/12/24	Fri 20/12/24	419
422		0%		Exemption Instrument/Delegation Instrument review	54 days	Mon 25/03/24	Thu 6/06/24	
441		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22	
442		0%		Implementation Plan	1 day?	Wed 15/06/22	Wed 15/06/22	
444		0%		Transition Strategy	1 day?	Wed 15/06/22	Wed 15/06/22	
446		0%		Critical Guidance Material	1 day?	Wed 15/06/22	Wed 15/06/22	
448		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled	1 day?	Wed 15/06/22	Wed 15/06/22	

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Resource Names

Kate Manderson

Kate Manderson,Michelle
Massey,Nathan Sullivan
Andreas Marcelja,Kate
Manderson,Michelle
Massey,Nathan Sullivan,Pip
Spence,Tony Hochberg

Chace Eldridge

Part 67 TWG members
Part 67 TWG members
Chace Eldridge
Chace Eldridge,Part 67 TWG
members
Kate Manderson
Chace Eldridge
Web team
Pat Murray
Pip Spence
Andreas Marcelja,Kate
Manderson,Nathan Sullivan,Tony
Hochberg

Pip Spence

Kate Manderson,Tony
Hochberg,Nathan Sullivan

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Resource Names
Kate Manderson,Nathan Sullivan,Tony Hochberg
Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg
Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
Elizabeth Goosen
Kate Manderson,Nathan Sullivan,Tony Hochberg
Adam Anastasi,Amanda Palmer,Fran Hannan,Mel Hamilton,Paul Hibberd,Tony Stanton,Scott Watson Michelle Massey,Carlie Brewer
Michelle Massey Carlie Brewer
Amanda Palmer Amanda Palmer Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
Paul Hibberd,Denise Morman Suzanne Petrie
Chace Eldridge

Released under Freedom of Information Act 1982

Resource Names
Part 67 TWG members
Part 67 TWG members
Chace Eldridge
Part 67 TWG members,Chace Eldridge
Chace Eldridge
Web team
Pat Murray
Pip Spence
Pip Spence
Suzanne Petrie
Suzanne Petrie
Suzanne Petrie
Nathan Sullivan,Suzanne Petrie,Michelle Massey
Andreas Marcelja
Michelle Massey
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
Chace Eldridge
Part 67 TWG members
Part 67 TWG members
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie,Michelle Massey
Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie,Michelle Massey
Nathan Sullivan,Kate Manderson,Tony Hochberg,Elizabeth Goosen,Suzanne Petrie
Mel Hamilton,Fran Hannan
Elizabeth Goosen

Released under Freedom of Information Act 1982

Resource Names
Denise Morman,Simon Gojkovic,Ben MacLaren
Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
Ben MacLaren,Denise Morman
Ben MacLaren,Denise Morman
Ben MacLaren
Denise Morman
Ben MacLaren
Denise Morman
Denise Morman
Denise Morman David Gilbert,Nathan Sullivan,Kate Manderson,Tony Hochberg
David Gilbert Andreas Marcelja,Michelle Massey
David Gilbert Denise Morman
Suzanne Petrie Paul Hibberd Roger Crosthwaite,Adam Anastasi,Andreas Marcelja,Leah Marshall,Michelle Massey
Denise Morman Denise Morman Pip Spence Leah Marshall Minister's office Leah Marshall
Tegan Blunden,Simon Gojkovic,Ben MacLaren Simon Gojkovic,Ben MacLaren,Simon Boddy
Simon Gojkovic,Ben MacLaren,Simon Boddy Denise Morman Suzanne Petrie

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Resource Names
Denise Morman
Mark Roberts
Mark Roberts
Mark Roberts
Mark Roberts
Mark Roberts
Mark Roberts,Denise Morman
Denise Morman
Denise Morman
Denise Morman
Steering Committee members
Denise Morman,Andreas Marcelja
Denise Morman
Denise Morman
Paul Hibberd,Steering Committee members
Steering Committee members
Paul Hibberd
Nathan Sullivan
Michelle Massey
Andreas Marcelja
Chris Monahan
Denise Morman
Denise Morman,Paul Hibberd
Denise Morman
Suzanne Petrie
Suzanne Petrie
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
Andreas Marcelja
Suzanne Petrie

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Resource Names
Chris Monahan,Andreas Marcelja
Paul Hibberd
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter,Suzanne Petrie
Chace Eldridge
Part 67 TWG members
Part 67 TWG members
Chace Eldridge
Part 67 TWG members,Chace Eldridge
Kate Manderson
Chace Eldridge
Web team
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter,Suzanne Petrie
Pat Murray
Pip Spence
Pip Spence
Amanda Palmer
Nathan Sullivan,Kate Manderson,Tony Hochberg,Elizabeth Goosen,Suzanne Petrie
Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie
Mel Hamilton
Elizabeth Goosen
Adam Anastasi
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,OPC drafter,Suzanne Petrie
Nathan Sullivan,Kate Manderson,Tony Hochberg Suzanne Petrie
Michelle Massey
Carlie Brewer,Maryanne
Ashton-Sporne
Amanda Palmer

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Resource Names
Amanda Palmer
Suzanne Petrie
Paul Hibberd, Leah Marshall
Adam Anastasi, Suzanne Petrie
Adam Anastasi
Adam Anastasi, Kate Manderson, Tony Hochberg, Nathan Sullivan, Suzanne Petrie, Michelle Massey
Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, David Gilbert, Suzanne Petrie, Michelle Massey
Denise Morman
Paul Hibberd, Denise Morman
Denise Morman
Adam Anastasi, Andreas Marcelja, Michelle Massey
Pip Spence
Paul Hibberd, Leah Marshall
Department POC
Minister's office
Nadia Spesyvy
Mel Hamilton
Carlie Brewer
Mel Hamilton
Suzanne Petrie
Suzanne Petrie
Nathan Sullivan, Kate Manderson, Tony Hochberg, Andreas Marcelja, Suzanne Petrie, Michelle Massey

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Resource Names
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
Andreas Marcelja Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
Chace Eldridge Part 67 TWG members Part 67 TWG members Chace Eldridge Part 67 TWG members,Chace Eldridge Kate Manderson Chace Eldridge Web team Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
Pat Murray Pip Spence Pip Spence Amanda Palmer Nathan Sullivan,Kate Manderson,Tony Hochberg,Elizabeth Goosen,Suzanne Petrie Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie Mel Hamilton Elizabeth Goosen Adam Anastasi
Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
Nathan Sullivan,Kate Manderson,Tony Hochberg Suzanne Petrie Michelle Massey Carlie Brewer,Maryanne Ashton-Sporne Amanda Palmer Amanda Palmer

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Resource Names

Nathan Sullivan, Kate
Manderson, Tony Hochberg, Adam
Anastasi, Suzanne Petrie

Denise Morman
Denise Morman, Paul Hibberd

Denise Morman

Adam Anastasi, Andreas
Marcelja, Suzanne Petrie, Michelle
Massey
Pip Spence

Nadia Spesyvy
Mel Hamilton
Carlie Brewer
Mel Hamilton

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Part 67 project schedule - v0.11 as at 3 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		27%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2131 days?	Fri 6/10/17	Fri 5/12/25		
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4		40%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	940 days?	Mon 2/05/22	Fri 5/12/25		
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	405 days?	Wed 15/06/22	Tue 2/01/24		
63		18%		Communication Strategy	866 days	Fri 12/08/22	Fri 5/12/25		
64		100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
65		100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
66		75%		Communication Strategy updated following risk assessment workshops, change impact analysis and benefits identification workshop	41 days	Fri 3/03/23	Fri 28/04/23	65	
67		0%		Comms Strategy reviewed and approved	5 days	Mon 1/05/23	Fri 5/05/23	66	
68		0%		Milestone Plans developed as required until end of implementation/transition	675 days	Mon 8/05/23	Fri 5/12/25	67	Mel Hamilton,Fran Hannan
69		0%		Communication Strategy and milestone plans complete	0 days	Fri 5/12/25	Fri 5/12/25	68	
70		94%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	294 days?	Wed 15/06/22	Mon 31/07/23		
71		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
72		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 1 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	71	Nicky Speers,Tony Hochberg
73		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	72FF	Nicky Speers
74		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
75		100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	73	Nicky Speers
76		0%		TES and TNA approved by Andreas as Sponsor and SRO	5 days	Thu 16/03/23	Wed 22/03/23	75	Andreas Marcelja
77		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		
78		0%		BVR approved for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). Meeting scheduled 13 April 2023	17 days	Thu 13/04/23	Fri 5/05/23	77	
79		0%		Kick off meeting between the Training Branch, AvMed SMEs and Human Aerospace (approx 3 weeks after Human Aerospace has commenced)	1 day	Thu 27/04/23	Thu 27/04/23		
80		0%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	67 days	Fri 28/04/23	Mon 31/07/23	79	
81		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
82		0%		Internal training to be confirmed - current TES/TNA contains external training only	1 day?	Wed 15/06/22	Wed 15/06/22		
83		89%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
84		100%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		
90		100%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		

Part 67 project schedule - v0.11 as at 3 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
94		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		
97		0%		CASA DAME Training Program, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		
98		0%		Training program delivered 29 April to 7 May 2023	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson, Tony Hochberg
99		40%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	392 days?	Wed 15/06/22	Thu 14/12/23		
100		100%		Develop new guidance material aka the handbook	294 days?	Wed 15/06/22	Mon 31/07/23		
101		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
102		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	101	
103		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	102	Kate Manderson, Michelle Massey, Nathan Sullivan
104		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	103	Kate Manderson, Michelle Massey, Nathan Sullivan
105		0%		Kick off meeting between the Training Branch, AvMed SMEs and Human Aerospace (approx 3 weeks after Human Aerospace has commenced)	1 day	Thu 27/04/23	Thu 27/04/23	79SS	
106		0%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	104	
107		0%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	106	
108		0%		Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	107	
109		0%		Denise to confirm if TWG will review the handbook before public consultation	1 day?	Wed 15/06/22	Wed 15/06/22		
110		0%		Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
111		0%		Denise to confirm next steps and timeframes for publishing the handbook (align with training)	1 day?	Mon 31/07/23	Mon 31/07/23	110	
112		0%		Public consultation	78 days	Mon 10/07/23	Wed 25/10/23		
128		69%		Policy Position Document (PPD) aka Policy Statement for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	240 days?	Mon 26/09/22	Fri 25/08/23		
129		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd, Denise Morman
130		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
131		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		
132		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	131	
133		100%		Policy Statement reviewed by remaining AvMed SMEs and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	132	
134		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	133	
135		75%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April)	3 days	Tue 4/04/23	Thu 6/04/23	134	
136		0%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	135FF	
137		0%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
138		0%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Ham	1 day?	Tue 11/04/23	Tue 11/04/23	137	
139		0%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Wed 12/04/23	Wed 12/04/23	138	
140		0%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Thu 13/04/23	Thu 13/04/23	139	
141		0%		Policy Proposal circulated to Chace Eldridge	1 day	Fri 14/04/23	Fri 14/04/23	140	
142		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation (aligned with	1 day	Mon 17/04/23	Mon 17/04/23	141	Chace Eldridge
143		0%		TWG reviews CASA's documents (Policy Proposal)	10 days	Mon 17/04/23	Fri 28/04/23	142SS	Part 67 TWG members
144		0%		Virtual TWG meeting (3 hours) between 26 April and 3 May 2023	6 days	Wed 26/04/23	Wed 3/05/23	143	Part 67 TWG members

Part 67 project schedule - v0.11 as at 3 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
145		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Thu 4/05/23	Fri 5/05/23	144	Chace Eldridge
146		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Mon 8/05/23	Fri 12/05/23	145	Part 67 TWG members,Chace Eldridge
147		0%		CASA PMO to review TWG report and provide final comments	3 days	Mon 15/05/23	Wed 17/05/23	146	
148		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 18/05/23	Fri 26/05/23	147	Chace Eldridge
149		0%		TWG report published on CASA website	1 day	Mon 29/05/23	Mon 29/05/23	148	Web team
150		0%		ASAP Chair formulates advice and provides to the DAS for consideration	10 days	Mon 19/05/23	Fri 9/06/23	148	Pat Murray
151		0%		DAS to consider ASAP advice (including consultation with the ASC if required)	15 days	Mon 12/06/23	Fri 30/06/23	150	Pip Spence
152		0%		ASC Paper to be developed and ASC out-of-session meeting to be conducted	15 days	Mon 12/06/23	Fri 30/06/23	150	
153		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP including	10 days	Mon 3/07/23	Fri 14/07/23	151	Pip Spence
154		0%		Policy Statement settled and circulated to internal stakeholders for endorsement and to the SRO for approval	5 days	Mon 17/07/23	Fri 21/07/23	153	Suzanne Petrie
155		0%		Prepare Policy Statement for public consultation	6 days	Mon 24/07/23	Mon 31/07/23	154	
156		0%		Refer row 115 for public consultation	20 days	Mon 31/07/23	Fri 25/08/23	116SS	
157		27%		Exemption Instrument for Class 5 Self-Declared Medical Certificate (note: an exposure draft of the instrument is available for public consultation from 23/01/23 to 14/12/23)	234 days	Mon 23/01/23	Thu 14/12/23		
158		75%		Prepare DIs for exemption instrument (noting public consultation is proposed from 31 July to 25 August 2023)	40 days	Mon 23/01/23	Fri 4/08/23		Suzanne Petrie
159		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	10 days	Mon 7/08/23	Fri 18/08/23	158	Suzanne Petrie
160		0%		SFR for the exemption instrument developed and cleared by CSC Branch Manager	3 days	Wed 16/08/23	Fri 18/08/23	159FF	Nathan Sullivan,Suzanne Petrie,Michelle Massey
161		0%		SFR approved by EM SED	3 days	Mon 21/08/23	Wed 23/08/23	160	Andreas Marcelja
162		0%		Approved SFR submitted to LIRA	1 day	Thu 24/08/23	Thu 24/08/23	161	Michelle Massey
163		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted (Note: this task will commence following public consultation and concurrently with the development of the public consultation SOC)	30 days	Fri 25/08/23	Thu 5/10/23	162	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
164		0%		Prepare for TWG review/meeting (including SRO endorsement) and distribute documentation	3 days	Fri 6/10/23	Tue 10/10/23	163	Chace Eldridge
165		0%		TWG reviews draft exemption instrument for Class 5 Medical Certificate	10 days	Wed 11/10/23	Tue 24/10/23	164	Part 67 TWG members
166		0%		Virtual TWG meeting	1 day	Wed 25/10/23	Wed 25/10/23	165	Part 67 TWG members
167		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Thu 26/10/23	Fri 27/10/23	166	
168		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Mon 30/10/23	Fri 3/11/23	167	
169		0%		CASA PMO to review TWG report and provide final comments	3 days	Mon 6/11/23	Wed 8/11/23	168	
170		0%		TWG report circulated to ASAP for feedback/approval	7 days	Thu 9/11/23	Fri 17/11/23	169	
171		0%		TWG report published on CASA website	1 day	Mon 20/11/23	Mon 20/11/23	170	
172		0%		Rework exemption instrument based on TWG feedback until settled	10 days	Mon 6/11/23	Fri 17/11/23	168	
173		0%		ASAP Chair formulates advice and provides to the DAS for consideration (will form part of the package that is submitted to the SRO for approval)	10 days	Mon 20/11/23	Fri 1/12/23	170	
174		0%		DAS to provide a written response to address the matters raised in the advice letter from the ASAP and include	9 days	Mon 4/12/23	Thu 14/12/23	173	
175		0%		Develop explanatory statement and Statement of Compatibility with Human Rights (SCHR)	10 days	Mon 30/10/23	Fri 10/11/23	168SS	Adam Anastasi,Suzanne Petrie
176		0%		Finalise instrument package and complete editorial reviews	10 days	Mon 13/11/23	Fri 24/11/23	175	Adam Anastasi
177		0%		Instrument package cleared by CSC Branch and A/EM SED and submitted to LIRA	3 days	Mon 27/11/23	Wed 29/11/23	176	Andreas Marcelja,Adam Anastasi,Michelle Massey
178		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Thu 30/11/23	Wed 6/12/23	177	Adam Anastasi,Pip Spence
179		0%		Instrument Made	0 days	Wed 6/12/23	Wed 6/12/23	178	Pip Spence

Part 67 project schedule - v0.11 as at 3 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
180		0%		Register on FRLI (within 4 days)	4 days	Thu 7/12/23	Tue 12/12/23	179	Nadia Spesyvy
181		0%		Notify internal stakeholders	1 day	Wed 13/12/23	Wed 13/12/23	180	Mel Hamilton
182		0%		Update project webpage	1 day	Wed 13/12/23	Wed 13/12/23	180	Carlie Brewer
183		0%		Update subscriber notifications	1 day	Wed 13/12/23	Wed 13/12/23	180	Mel Hamilton
184		0%		Instrument for Class 5 Medical Certificate complete	0 days	Wed 13/12/23	Wed 13/12/23	183	
185		0%		Implementation Tasks	1 day?	Wed 15/06/22	Wed 15/06/22		
186		0%		MRS Enhancements	1 day?	Wed 15/06/22	Wed 15/06/22		
188		0%		Pilot questionnaire	1 day?	Wed 15/06/22	Wed 15/06/22		
190		0%		Temporary Management Instruction (for CSC)	1 day?	Wed 15/06/22	Wed 15/06/22		
192		0%		Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22		
194		0%		Assessor Guidance Procedures Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
196		0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
198		0%		Guidance material (excl 'the handbook' produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
200		0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
202		0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
204		0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
206		0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
208		0%		Work Instructions	1 day?	Wed 15/06/22	Wed 15/06/22		
210		0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
212		0%		Internal and external delegation instruments	1 day?	Wed 15/06/22	Wed 15/06/22		
214		0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
216		0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
218		0%		Part 67 Plain English Guide / Plain English Info Sheets	1 day?	Wed 15/06/22	Wed 15/06/22		
219		0%		Plain English Info Sheet to support Class 5 Policy Proposal and Exemption Instrument?	1 day	Wed 15/06/22	Wed 15/06/22		Ceri Bartlett
220		0%		Plain English Info Sheet to support Class 4 Policy Proposal and Exemption Instrument?	1 day?	Wed 15/06/22	Wed 15/06/22		Ceri Bartlett
221		0%		Plain English Guide to support Part 67 regulatory amendment	1 day?	Wed 15/06/22	Wed 15/06/22		Ceri Bartlett
222		0%		Financial Impacts	53 days	Tue 4/04/23	Thu 15/06/23		
223		100%		Meeting with Finance to confirm Class 5 fee	1 day	Tue 4/04/23	Tue 4/04/23		
224		0%		Provide Finance with estimated volumes for Class 5 and Class 4, MRS B/R and RAAus membership numbers	10 days	Wed 5/04/23	Tue 18/04/23	223	
225		0%		Complete Costing Workbook with the Finance Branch (Class 5 and Class 4?)	1 day	Thu 1/06/23	Thu 1/06/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey
226		0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 2/06/23	Thu 15/06/23	225	Denise Morman
227		89%		Journey Maps (current and future state)	245 days	Mon 4/07/22	Fri 9/06/23		
228		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
229		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
230		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	229	Ben MacLaren,Denise Morman
231		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	230SS	Ben MacLaren,Denise Morman
232		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	230SS	Ben MacLaren
233		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	232	Denise Morman

Part 67 project schedule - v0.11 as at 3 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
234		50%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	68 days	Wed 25/01/23	Fri 28/04/23	233	Ben MacLaren
235		0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	30 days	Mon 1/05/23	Fri 9/06/23	234	Denise Morman
236		0%		Journey maps complete	0 days	Fri 9/06/23	Fri 9/06/23	235	
237		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
244		0%		Ministerial Submission (MinSub) Approval	46 days	Thu 21/03/24	Thu 23/05/24		
255		7%		Change Impact Analysis / Benefits Identification	132 days	Wed 2/11/22	Thu 4/05/23		
256		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
257		0%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
258		0%		Identify and document change impacts and benefits	10 days	Thu 6/04/23	Wed 19/04/23	257	Simon Gojkovic,Ben MacLaren,Simon Boddy
259		0%		Document circulated to workshop stakeholders for feedback	5 days	Thu 20/04/23	Wed 26/04/23	258	Denise Morman
260		0%		Update Policy Proposal re Change Impact Analysis	3 days	Mon 1/05/23	Mon 1/05/23	259	Suzanne Petrie
261		0%		Update Benefits Realisation section of Project Management Plan	3 days	Tue 2/05/23	Thu 4/05/23	260	Denise Morman
262		0%		Change Impact Analysis and Benefits Identification completed	0 days	Thu 4/05/23	Thu 4/05/23	261	
263		26%		Risk Assessment Workshop Conducted / Risk Register Developed	225 days?	Wed 15/06/22	Tue 25/04/23		
264		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
265		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
266		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day?	Thu 2/02/23	Thu 2/02/23		Mark Roberts
267		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
268		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	267	Mark Roberts
269		0%		Risk assessment workshop - Class 4 (Date TBC)	0 days	Wed 15/06/22	Wed 15/06/22		Mark Roberts
270		0%		Develop Risk Register for Class 5	5 days	Wed 5/04/23	Tue 11/04/23	268	Mark Roberts,Denise Morman
271		0%		Risk Register circulated to workshop stakeholders for feedback	5 days	Wed 12/04/23	Tue 18/04/23	270	Denise Morman
272		0%		Risk Register updated and approved	5 days	Wed 19/04/23	Tue 25/04/23	271	Denise Morman
273		0%		Risk Register developed	0 days	Tue 25/04/23	Tue 25/04/23	272	
274		24%		Establish Steering Committee and Terms of Reference	18 days	Mon 27/02/23	Wed 22/03/23		
275		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
276		0%		SRO approval of Steering Committee TOR	10 days	Mon 6/03/23	Fri 17/03/23	275	
277		0%		Steering Committee members review TOR and provide feedback	5 days	Mon 6/03/23	Fri 10/03/23	275	Steering Committee members
278		0%		TOR updated and signed off	3 days	Mon 13/03/23	Wed 15/03/23	277	Denise Morman,Andreas Marcelja
279		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Thu 16/03/23	Wed 22/03/23	278	Denise Morman
280		0%		Steering Committee established and Terms of Reference approved	0 days	Wed 22/03/23	Wed 22/03/23	279	
281		7%		Project Management Plan	265 days	Mon 4/07/22	Fri 7/07/23		
282		9%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transitor	235 days	Mon 4/07/22	Fri 26/05/23	7	Denise Morman
283		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 29/05/23	Fri 9/06/23	282	Paul Hibberd,Steering Committee members
284		0%		PMP reviewed by Steering Committee	5 days	Mon 12/06/23	Fri 16/06/23	283	Steering Committee members
285		0%		PMP reviewed and approved by RI BM	3 days	Mon 19/06/23	Wed 21/06/23	284	Paul Hibberd
286		0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 22/06/23	Mon 26/06/23	285	Nathan Sullivan
287		0%		PMP reviewed and approved by CSC BM	3 days	Tue 27/06/23	Thu 29/06/23	286	Michelle Massey
288		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 30/06/23	Tue 4/07/23	287	Andreas Marcelja
289		0%		PMP reviewed and approved by EM NOS	3 days	Wed 5/07/23	Fri 7/07/23	288	Chris Monahan

Part 67 project schedule - v0.11 as at 3 April 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
290	0%		Project Management Plan approved	0 days	Fri 7/07/23	Fri 7/07/23	289	
291	0%		Gate Review - are we ready to make Class 5 medical certificate exemption instrument	5 days	Thu 23/11/23	Wed 29/11/23		
292	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resou	2 days	Thu 23/11/23	Fri 24/11/23	176FF	Denise Morman
293	0%		Conduct Gate Review and confirm we are ready to make the Class 5 medical certificate exemption instrument	1 day	Mon 27/11/23	Mon 27/11/23	292	Denise Morman,Paul Hibberd
294	0%		Update Gate Review documentation and circulate	2 days	Tue 28/11/23	Wed 29/11/23	293	Denise Morman
295	0%		Gate Review completed	0 days	Wed 29/11/23	Wed 29/11/23	294	
296	0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 25/10/23	Wed 20/11/24	112	
298	0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
431	0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
438	0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.12 as at 13 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		27%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2131 days?	Fri 6/10/17	Fri 5/12/25		
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4		41%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	940 days?	Mon 2/05/22	Fri 5/12/25		
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	410 days?	Wed 15/06/22	Tue 9/01/24		
63		18%		Communication Strategy	866 days	Fri 12/08/22	Fri 5/12/25		
64		100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
65		100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
66		75%		Communication Strategy updated following risk assessment workshops, change impact analysis and benefits identification workshop	41 days	Fri 3/03/23	Fri 28/04/23	65	
67		0%		Comms Strategy reviewed and approved	5 days	Mon 1/05/23	Fri 5/05/23	66	
68		0%		Milestone Plans developed as required until end of implementation/transition	675 days	Mon 8/05/23	Fri 5/12/25	67	Mel Hamilton,Fran Hannan
69		0%		Communication Strategy and milestone plans complete	0 days	Fri 5/12/25	Fri 5/12/25	68	
70		96%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	294 days?	Wed 15/06/22	Mon 31/07/23		
71		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
72		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 1 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	71	Nicky Speers,Tony Hochberg
73		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	72FF	Nicky Speers
74		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
75		100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	73	Nicky Speers
76		75%		TES and TNA approved by Andreas as Sponsor and SRO	5 days	Thu 16/03/23	Wed 22/03/23	75	Andreas Marcelja
77		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		
78		0%		BVR approved for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). Meeting scheduled 17 April 2023	15 days	Mon 17/04/23	Fri 5/05/23		
79		0%		Kick off meeting between the Training Branch, AvMed SMEs and Human Aerospace (approx 3 weeks after Human Aerospace has commenced)	1 day	Thu 27/04/23	Thu 27/04/23		
80		0%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	67 days	Fri 28/04/23	Mon 31/07/23	79	
81		0%		Training Branch has funding this FY for a 3 day F2F workshop for 4 staff - Denise to discuss with Kate & Nicky	1 day?	Wed 15/06/22	Wed 15/06/22		
82		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
83		0%		Internal training to be confirmed - current TES/TNA contains external training only	1 day?	Wed 15/06/22	Wed 15/06/22		
84		89%		External Training and Education	233 days?	Wed 15/06/22	Fri 5/05/23		

Part 67 project schedule - v0.12 as at 13 April 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
85		100%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		
91		100%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		
95		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		
98		0%		CASA DAME Training Program, Fiji	233 days?	Wed 15/06/22	Fri 5/05/23		
99		0%		Training program delivered 29 April to 7 May 2023	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson, Tony Hochberg
100		0%		Any other training related activities to be captured here?	1 day?	Wed 15/06/22	Wed 15/06/22		
101		44%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	447 days?	Wed 15/06/22	Thu 29/02/24		
102		100%		Develop new guidance material aka the handbook	294 days?	Wed 15/06/22	Mon 31/07/23		
103		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
104		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	103	
105		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	104	Kate Manderson, Michelle Massey, Nathan Sullivan
106		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace	26 days	Tue 21/02/23	Tue 28/03/23	105	Kate Manderson, Michelle Massey, Nathan Sullivan
107		0%		Kick off meeting between the Training Branch, AvMed SMEs and Human Aerospace (approx 3 weeks after Human Aerospace has commenced)	1 day	Thu 27/04/23	Thu 27/04/23	79SS	
108		0%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	106	
109		0%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	108	
110		0%		Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	109	
111		0%		Denise to confirm if TWG will review the handbook before public consultation	1 day?	Wed 15/06/22	Wed 15/06/22		
112		0%		Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
113		0%		Denise to confirm next steps and timeframes for publishing the handbook (align with training)	1 day?	Mon 31/07/23	Mon 31/07/23	112	
114		0%		Public consultation on policy proposal and handbook (aka medical standards)	78 days	Mon 10/07/23	Wed 25/10/23		
115		0%		Draft questions for survey system (in conjunction with Elizabeth)	15 days	Mon 10/07/23	Fri 28/07/23	109	Elizabeth Goosen, Kate Manderson, Nathan Sullivan, Tony Hochberg
116		0%		Develop associated email notification comms and seek approval	5 days	Mon 24/07/23	Fri 28/07/23	115FF	Fran Hannan, Mel Hamilton, Michelle Massey, Nathan Sullivan
117		0%		Set up Consultation Hub survey system	10 days	Mon 17/07/23	Fri 28/07/23	115FF	Elizabeth Goosen
118		0%		Public Consultation (draft Policy Proposal, draft handbook?)	20 days	Mon 31/07/23	Fri 25/08/23	117	
119		0%		Public consultation responses analysed	20 days	Mon 7/08/23	Fri 1/09/23	118SS+5 day	
120		0%		Develop Summary of Consultation (SOC)	15 days	Mon 4/09/23	Fri 22/09/23	119	
121		0%		AvMed team review and update SOC to include CASA's responses	5 days	Mon 25/09/23	Fri 29/09/23	120	Kate Manderson, Nathan Sullivan, Tony Hochberg

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
122		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Mon 2/10/23	Fri 6/10/23	121	Adam Anastasi,Amanda Palmer,Fran Hannan,Mel Hamilton,Paul Hibberd,Tony
123		0%		All documents that were publicly consulted are updated and approved for QCP editorial review process (where relevant). Note: check QCP process - these documents to take priority over publishing SOC	15 days	Mon 2/10/23	Fri 20/10/23	122SS	Michelle Massey,Carlie Brewer
124		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 9/10/23	Mon 9/10/23	122	Michelle Massey
125		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Tue 10/10/23	Mon 23/10/23	124	Carlie Brewer
126		0%		SED provides the DAS with the comms pack and SOC	1 day	Tue 24/10/23	Tue 24/10/23	125	Amanda Palmer
127		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Tue 24/10/23	Tue 24/10/23	125	Amanda Palmer
128		0%		SOC and responses published to Consultation Hub and comms released	1 day	Wed 25/10/23	Wed 25/10/23	126	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
129		0%		Public consultation and SOC completed	0 days	Wed 25/10/23	Wed 25/10/23	128	
130		79%		Policy Position Document (PPD) aka Policy Statement for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	240 days	Mon 26/09/22	Fri 25/08/23		
131		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
132		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
133		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		
134		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	133	
135		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	134	
136		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	135	
137		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	136	
138		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	137FF	
139		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
140		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	139	
141		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	140	
142		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	141	
143		0%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	142	
144		0%		Approved policy docs and meeting agenda circulated to Chace Eldridge	1 day	Tue 18/04/23	Tue 18/04/23	143	
145		0%		Chace circulates all relevant docs to TWG members for review	1 day	Tue 18/04/23	Tue 18/04/23	144SS	Chace Eldridge
146		0%		TWG reviews CASA's documents	6 days	Tue 18/04/23	Tue 25/04/23	145SS	Part 67 TWG members
147		0%		Virtual TWG meeting #1 - confirmed	1 day	Wed 26/04/23	Wed 26/04/23	146	Part 67 TWG members
148		0%		Virtual TWG meeting #2 - yet to be confirmed	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
149		0%		Virtual TWG meeting #3 - yet to be confirmed	1 day	Wed 7/06/23	Wed 7/06/23		Part 67 TWG members
150		0%		Virtual TWG meeting #4 - yet to be confirmed	1 day	Wed 28/06/23	Wed 28/06/23		Part 67 TWG members
151		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Thu 29/06/23	Fri 30/06/23	150	Chace Eldridge
152		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Mon 3/07/23	Fri 7/07/23	151	Part 67 TWG members,Chace Eldridge
153		0%		CASA PMO to review TWG report and provide final comments	2 days	Mon 10/07/23	Tue 11/07/23	152	Kate Manderson
154		0%		TWG report circulated to ASAP for feedback/approval	5 days	Wed 12/07/23	Tue 18/07/23	153	Chace Eldridge
155		0%		TWG report published on CASA website	1 day	Wed 19/07/23	Wed 19/07/23	154	Web team
156		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Wed 19/07/23	Fri 21/07/23	154	Pat Murray

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
157		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	3 days	Mon 24/07/23	Wed 26/07/23	156	Pip Spence
158		0%		Policy Proposal settled and circulated to internal stakeholders for endorsement and to the SRO for approval	3 days	Mon 24/07/23	Wed 26/07/23	156	Suzanne Petrie
159		0%		Prepare Policy Statement for public consultation	5 days	Mon 24/07/23	Fri 28/07/23	156	Elizabeth Goosen
160		0%		Refer row 118 for public consultation (Mon 31 July to Sun 27 Aug 2023)	20 days	Mon 31/07/23	Fri 25/08/23	118SS	
161		31%		Exemption Instrument for Class 5 Self-Declared Medical Certificate	289 days	Mon 23/01/23	Thu 29/02/24		
162		75%		Prepare DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 31 July to 28 August 2023)	140 days	Mon 13/01/23	Fri 4/08/23		Suzanne Petrie
163		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	5 days	Mon 7/08/23	Fri 11/08/23	162	Suzanne Petrie
164		0%		SFR for the exemption instrument developed and cleared by CSC Branch Manager	3 days	Wed 9/08/23	Fri 11/08/23	163FF	Nathan Sullivan,Suzanne Petrie,Michelle Massey
165		0%		SFR approved by EM SED	2 days	Mon 14/08/23	Tue 15/08/23	164	Andreas Marcelja
166		0%		Approved SFR submitted to LIRA	1 day	Wed 16/08/23	Wed 16/08/23	165	Michelle Massey
167		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted (Note: this task will commence following public consultation and concurrently with the development of the public consultation SOC)	25 days	Wed 16/08/23	Tue 19/09/23	166SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
168		0%		Prepare for TWG meeting (including SRO endorsement) and distribute documentation	3 days	Wed 20/09/23	Fri 22/09/23	167	Chace Eldridge
169		0%		TWG reviews draft exemption instrument and plain English info sheet for Class 5 Medical Certificate (noting only allowing 7 days instead of 10)	7 days	Mon 25/09/23	Tue 3/10/23	168	Part 67 TWG members
170		0%		Virtual TWG meeting (date TBC)	1 day	Wed 4/10/23	Wed 4/10/23	169	Part 67 TWG members
171		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Thu 5/10/23	Fri 6/10/23	170	
172		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Mon 9/10/23	Fri 13/10/23	171	
173		0%		CASA PMO to review TWG report and provide final comments	2 days	Mon 16/10/23	Tue 17/10/23	172	
174		0%		TWG report circulated to ASAP for feedback/approval	5 days	Wed 18/10/23	Tue 24/10/23	173	
175		0%		TWG report published on CASA website	1 day	Wed 25/10/23	Wed 25/10/23	174	
176		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Wed 25/10/23	Fri 27/10/23	174	
177		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	3 days	Mon 30/10/23	Wed 1/11/23	176	
178		0%		Rework exemption instrument (and plain English info sheet if needed) based on TWG feedback until settled	10 days	Mon 16/10/23	Fri 27/10/23	172	
179		0%		Public consultation on exemption instrument and plain English info sheet	99 days	Mon 16/10/23	Thu 29/02/24		
180		0%		Prepare exemption instrument and plain English info sheet for public consultation	5 days	Mon 30/10/23	Fri 3/11/23	178	
181		0%		Draft questions for survey system (in conjunction with Elizabeth)	15 days	Mon 16/10/23	Fri 3/11/23	178SS	
182		0%		Develop associated email notification comms and seek approval	5 days	Mon 30/10/23	Fri 3/11/23	181FF	
183		0%		Set up Consultation Hub survey system	10 days	Mon 23/10/23	Fri 3/11/23	181FF	
184		0%		Public Consultation (draft exemption instrument and plain English info sheet) - Denise to seek approval from Andreas for public consultation to only be 2 weeks	10 days	Mon 6/11/23	Fri 17/11/23	183	
185		0%		Public consultation responses analysed	20 days	Mon 13/11/23	Fri 8/12/23	184SS+5 day	
186		0%		Develop Summary of Consultation (SOC) - includes extra days due to Xmas	35 days	Mon 11/12/23	Fri 26/01/24	185	
187		0%		AvMed team review and update SOC to include CASA's responses	5 days	Mon 29/01/24	Fri 2/02/24	186	
188		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Mon 5/02/24	Fri 9/02/24	187	
189		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	3 days	Mon 12/02/24	Wed 14/02/24	188	
190		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Thu 15/02/24	Wed 28/02/24	189	
191		0%		SED provides the DAS with the comms pack and SOC	1 day	Thu 29/02/24	Thu 29/02/24	190	

Part 67 project schedule - v0.12 as at 13 April 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
192	0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Thu 29/02/24	Thu 29/02/24	190	
193	0%		SOC and responses published to Consultation Hub and comms released	1 day	Thu 29/02/24	Thu 29/02/24	190	
194	0%		Public consultation and SOC completed	0 days	Wed 28/02/24	Wed 28/02/24	190	
195	0%		Making the exemption instrument and publishing the plain English info sheet	28 days	Mon 13/11/23	Wed 20/12/23		
196	0%		Update exemption instrument and plain English info sheet following public consultation	10 days	Mon 13/11/23	Fri 24/11/23	185SS	
197	0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	10 days	Mon 13/11/23	Fri 24/11/23	185SS	Adam Anastasi,Suzanne Petrie
198	0%		Plain English info sheet reviewed and approved by AvMed (and included in instrument package to be approved at row 200)	5 days	Mon 27/11/23	Fri 1/12/23	196	
199	0%		Finalise instrument package and complete editorial reviews	5 days	Mon 27/11/23	Fri 1/12/23	197	Adam Anastasi
200	0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	3 days	Mon 4/12/23	Wed 6/12/23	199	Andreas Marcelja,Adam Anastasi,Michelle Massey
201	0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Thu 7/12/23	Wed 13/12/23	200	Adam Anastasi,Pip Spence
202	0%		Instrument Made	0 days	Wed 13/12/23	Wed 13/12/23	201	Pip Spence
203	0%		Register on FRLI (within 4 days)	4 days	Thu 14/12/23	Tue 19/12/23	202	Nadia Spesyvy
204	0%		Notify internal stakeholders	1 day	Wed 20/12/23	Wed 20/12/23	203	Mel Hamilton
205	0%		Update project webpage (including publication of plain English info sheet)	1 day	Wed 20/12/23	Wed 20/12/23	203	Carlie Brewer
206	0%		Update subscriber notifications	1 day	Wed 20/12/23	Wed 20/12/23	203	Mel Hamilton
207	0%		Instrument for Class 5 Medical Certificate complete	0 days	Wed 20/12/23	Wed 20/12/23	206	
208	0%		Implementation Tasks	1 day?	Wed 15/06/22	Wed 15/06/22		
209	0%		MRS Enhancements	1 day?	Wed 15/06/22	Wed 15/06/22		
211	0%		Pilot questionnaire	1 day?	Wed 15/06/22	Wed 15/06/22		
213	0%		Temporary Management Instruction (for CSC)	1 day?	Wed 15/06/22	Wed 15/06/22		
215	0%		Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22		
217	0%		Assessor Guidance Procedures Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
219	0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
221	0%		Guidance material (excl 'the handbook' produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
223	0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
225	0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
227	0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
229	0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
231	0%		Work Instructions	1 day?	Wed 15/06/22	Wed 15/06/22		
233	0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
235	0%		Internal and external delegation instruments	1 day?	Wed 15/06/22	Wed 15/06/22		
237	0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
239	0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
241	0%		Part 67 Plain English Guide / Plain English info Sheets	363 days?	Wed 15/06/22	Fri 3/11/23		
242	0%		Plain English Info Sheet to support Class 5 Exposure Draft	58 days	Wed 16/08/23	Fri 3/11/23	167SS	Ceri Bartlett
243	0%		Plain English Info Sheet to support Class 4 Policy Proposal and Exemption Instrument?	1 day?	Wed 15/06/22	Wed 15/06/22		Ceri Bartlett
244	0%		Plain English Guide to support Part 67 regulatory amendment	1 day?	Wed 15/06/22	Wed 15/06/22		Ceri Bartlett
245	7%		Financial Impacts	53 days	Tue 4/04/23	Thu 15/06/23		
246	100%		Meeting with Finance to confirm Class 5 fee	1 day	Tue 4/04/23	Tue 4/04/23		
247	100%		Provide Finance with estimated volumes for Class 5 and Class 4, MRS BVR and RAAus membership numbers and % expected to apply for Class 5	1 day	Wed 5/04/23	Wed 5/04/23	246	Nathan Sullivan
248	0%		Finance to prepare a Minute to the DAS with regards to a proposed fee or a recommendation for a fee waiver	20 days	Thu 6/04/23	Wed 3/05/23	247	

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
249		0%		Complete Costing Workbook with the Finance Branch (Class 5 and Class 4?)	1 day	Thu 1/06/23	Thu 1/06/23		Nathan Sullivan,Kate Manderson,Tony Hochberg,Nicole Fahey
250		0%		Additional tasks to be added following discussions with Finance Branch	10 days	Fri 2/06/23	Thu 15/06/23	249	Denise Morman
251		89%		Journey Maps (current and future state)	245 days	Mon 4/07/22	Fri 9/06/23		
252		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
253		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
254		100%		Engagement Brief developed and approved	73 days	Wed 20/07/22	Fri 4/11/22	253	Ben MacLaren,Denise Morman
255		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	254SS	Ben MacLaren,Denise Morman
256		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	254SS	Ben MacLaren
257		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	256	Denise Morman
258		50%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	68 days	Wed 25/01/23	Fri 28/04/23	257	Ben MacLaren
259		0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	30 days	Mon 1/05/23	Fri 9/06/23	258	Denise Morman
260		0%		Journey maps complete	0 days	Fri 9/06/23	Fri 9/06/23	259	
261		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
268		0%		Ministerial Submission (MinSub) Approval	46 days	Thu 28/03/24	Thu 30/05/24		
279		42%		Change Impact Analysis / Benefits Identification	131 days	Wed 2/11/22	Wed 3/05/23		
280		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
281		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
282		50%		Prepare change impact tracker	10 days	Thu 6/04/23	Wed 19/04/23	281	Simon Gojkovic,Ben MacLaren,Simon Boddy
283		0%		Document circulated to workshop stakeholders for feedback	10 days	Thu 20/04/23	Wed 3/05/23	282	Denise Morman
284		0%		Change Impact Analysis and Benefits Identification completed	0 days	Wed 3/05/23	Wed 3/05/23	283	
285		61%		Risk Assessment Workshop Conducted / Risk Register Developed	233 days?	Wed 15/06/22	Fri 5/05/23		
286		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
287		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
288		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day?	Thu 2/02/23	Thu 2/02/23		Mark Roberts
289		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
290		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	289	Mark Roberts
291		0%		Risk assessment workshop - Class 4 (Date TBC)	0 days	Wed 15/06/22	Wed 15/06/22		Mark Roberts
292		100%		Develop Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	290	Mark Roberts,Denise Morman
293		0%		Review Risk Register for Class 5 - risk team and Kate/Tony - 1 hour date TBC	4 days	Mon 17/04/23	Thu 20/04/23	292	
294		0%		Risk Register circulated to workshop stakeholders for feedback	10 days	Mon 17/04/23	Fri 28/04/23	292	Denise Morman
295		0%		Risk Register updated and approved	5 days	Mon 1/05/23	Fri 5/05/23	294	Denise Morman
296		0%		Risk Register developed	0 days	Fri 5/05/23	Fri 5/05/23	295	
297		24%		Establish Steering Committee and Terms of Reference	18 days	Mon 27/02/23	Wed 22/03/23		

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
298		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
299		0%		SRO approval of Steering Committee TOR	10 days	Mon 6/03/23	Fri 17/03/23	298	
300		0%		Steering Committee members review TOR and provide feedback	5 days	Mon 6/03/23	Fri 10/03/23	298	Steering Committee members
301		0%		TOR updated and signed off	3 days	Mon 13/03/23	Wed 15/03/23	300	Denise Morman,Andreas Marcelja
302		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	5 days	Thu 15/03/23	Wed 22/03/23	301	Denise Morman
303		0%		Steering Committee established and Terms of Reference approved	0 days	Wed 22/03/23	Wed 22/03/23	302	
304		7%		Project Management Plan	265 days	Mon 4/07/22	Fri 7/07/23		
305		9%		Project Management Plan (PMP) drafted and updated re policy, reg development, implementation, transition, scope, benefits, risks, resources, etc.	235 days	Mon 4/07/22	Fri 26/05/23	7	Denise Morman
306		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 29/05/23	Fri 9/06/23	305	Paul Hibberd,Steering Committee members
307		0%		PMP reviewed by Steering Committee	5 days	Mon 12/06/23	Fri 16/06/23	306	Steering Committee members
308		0%		PMP reviewed and approved by RI BM	3 days	Mon 19/06/23	Wed 21/06/23	307	Paul Hibberd
309		0%		PMP reviewed and approved by Section Manager AvMed	3 days	Thu 22/06/23	Mon 26/06/23	308	Nathan Sullivan
310		0%		PMP reviewed and approved by CSC BM	3 days	Tue 27/06/23	Thu 29/06/23	309	Michelle Massey
311		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Fri 30/06/23	Tue 4/07/23	310	Andreas Marcelja
312		0%		PMP reviewed and approved by EM NOS	3 days	Wed 5/07/23	Fri 7/07/23	311	Chris Monahan
313		0%		Project Management Plan approved	0 days	Fri 7/07/23	Fri 7/07/23	312	
314		0%		Gate Review - are we ready to make Class 5 medical certificate exemption instrument	5 days	Thu 30/11/23	Wed 6/12/23		
315		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resou	2 days	Thu 30/11/23	Fri 1/12/23	199FF	Denise Morman
316		0%		Conduct Gate Review and confirm we are ready to make the Class 5 medical certificate exemption instrument	1 day	Mon 4/12/23	Mon 4/12/23	315	Denise Morman,Paul Hibberd
317		0%		Update Gate Review documentation and circulate	2 days	Tue 5/12/23	Wed 6/12/23	316	Denise Morman
318		0%		Gate Review completed	0 days	Wed 6/12/23	Wed 6/12/23	317	
319		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24	114	
321		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
454		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
461		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.13 as at 10 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		28%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2151 days?	Fri 6/10/17	Fri 2/01/26		
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4		40%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	960 days?	Mon 2/05/22	Fri 2/01/26		
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	410 days?	Wed 15/06/22	Tue 9/01/24		
63		19%		Communication Strategy	886 days	Fri 12/08/22	Fri 2/01/26		
64		100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
65		100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
66		50%		Communication Strategy updated following risk assessment workshops, change impact analysis and benefits identification workshop	61 days	Fri 3/03/23	Fri 26/05/23	65	Fran Hannan
67		0%		Comms Strategy reviewed and approved	5 days	Mon 29/05/23	Fri 2/06/23	66	Adam Anastasi,Amanda Palmer,Denise Morman,Fran Hannan,Michelle Massey
68		0%		Milestone Plans developed as required until end of implementation/transition	675 days	Mon 5/06/23	Fri 2/01/26	67	Mel Hamilton,Fran Hannan
69		0%		Communication Strategy and milestone plans complete	0 days	Fri 2/01/26	Fri 2/01/26	68	
70		48%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	293 days?	Wed 15/06/22	Fri 28/07/23		
71		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
72		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	71	Nicky Speers,Tony Hochberg
73		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	72FF	Nicky Speers
74		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
75		100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	73	Nicky Speers
76		100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	75	Andreas Marcelja
77		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
78		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
79		75%		BVR for 1 x training contractor from 1 July 2023 for 12 months endorsed by EM Corporate Services	5 days	Wed 3/05/23	Tue 9/05/23	78	Philippa Crome

Part 67 project schedule - v0.13 as at 10 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
80		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
81		0%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (29-31 May 2023)	3 days	Mon 29/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
82		0%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	42 days	Thu 1/06/23	Fri 28/07/23	81	Shane Traynor,Jugal Modi,Kate Manderson,Mel Wildey,Tony Hochberg
83		0%		Mel to confirm training plan/schedule	1 day?	Thu 1/06/23	Thu 1/06/23	81	Mel Wildey
84		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
85		0%		Internal training to be confirmed - current TES/TNA contains external training only	1 day?	Wed 15/06/22	Wed 15/06/22		Nathan Sullivan
86		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
87		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
93		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
97		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
100		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
101		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg
103		38%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	452 days?	Wed 15/06/22	Thu 7/03/24		
104		53%		Develop new guidance material aka the handbook	294 days?	Wed 15/06/22	Mon 31/07/23		
105		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
106		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	105	Andreas Marcelja,Pip Spence
107		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	106	Kate Manderson,Michelle Massey,Nathan Sullivan
108		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	107	Kate Manderson,Michelle Massey,Nathan Sullivan
109		14%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	108	Prof Cable,Dr Schiemer
110		0%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	109	Dr Schiemer,Prof Cable

Part 67 project schedule - v0.13 as at 10 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
111		0%		Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	110	
112		0%		Denise to confirm if TWG will review the handbook before public consultation	1 day?	Wed 15/06/22	Wed 15/06/22		
113		0%		Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
114		0%		Denise to confirm next steps and timeframes for publishing the handbook (align with training)	1 day?	Mon 31/07/23	Mon 31/07/23	113	
115		0%		Public consultation on policy proposal and handbook (aka medical standards)	78 days	Mon 10/07/23	Wed 25/10/23		
116		0%		Draft questions for survey system (in conjunction with Elizabeth/Carlie)	15 days	Mon 10/07/23	Fri 28/07/23	110	Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
117		0%		Develop associated email notification comms and seek approval	5 days	Mon 24/07/23	Fri 28/07/23	116FF	Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
118		0%		Set up Consultation Hub survey system	10 days	Mon 17/07/23	Fri 28/07/23	116FF	Elizabeth Goosen
119		0%		Public Consultation (draft Policy Proposal, draft handbook?)	20 days	Mon 31/07/23	Fri 25/08/23	118	
120		0%		Public consultation responses analysed	20 days	Mon 7/08/23	Fri 1/09/23	119SS+5 day	
121		0%		Develop Summary of Consultation (SOC)	15 days	Mon 4/09/23	Fri 22/09/23	120	
122		0%		AvMed team review and update SOC to include CASA's responses	5 days	Mon 25/09/23	Fri 29/09/23	121	Kate Manderson,Nathan Sullivan,Tony Hochberg
123		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Mon 2/10/23	Fri 6/10/23	122	Adam Anastasi,Amanda Palmer,Fran Hannan,Mel Hamilton,Paul Hibberd,Tony
124		0%		All documents that were publicly consulted are updated and approved for QCP editorial review process (where relevant). Note: check QCP process - these documents to take priority over publishing SOC	15 days	Mon 2/10/23	Fri 20/10/23	123SS	Michelle Massey,Carlie Brewer
125		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 9/10/23	Mon 9/10/23	123	Michelle Massey
126		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Tue 10/10/23	Mon 23/10/23	125	Carlie Brewer
127		0%		SED provides the DAS with the comms pack and SOC	1 day	Tue 24/10/23	Tue 24/10/23	126	Amanda Palmer
128		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Tue 24/10/23	Tue 24/10/23	126	Amanda Palmer
129		0%		SOC and responses published to Consultation Hub and comms released	1 day	Wed 25/10/23	Wed 25/10/23	127	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
130		0%		Public consultation and SOC completed	0 days	Wed 25/10/23	Wed 25/10/23	129	
131		82%		Policy Position Document (PPD) aka Policy Statement for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	240 days	Mon 26/09/22	Fri 25/08/23		
132		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
133		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
134		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		
135		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	134	
136		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	135	
137		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	136	

Part 67 project schedule - v0.13 as at 10 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
138		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	137	
139		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	138FF	
140		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
141		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	140	
142		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	141	
143		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	142	
144		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	143	
145		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	144	
146		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
147		0%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
148		0%		Virtual TWG meeting #3 - yet to be confirmed	1 day	Wed 7/06/23	Wed 7/06/23		Part 67 TWG members
149		0%		Virtual TWG meeting #4 - yet to be confirmed (if needed)	1 day	Wed 28/06/23	Wed 28/06/23		Part 67 TWG members
150		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Thu 29/06/23	Fri 30/06/23	149	Chace Eldridge
151		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Mon 3/07/23	Fri 7/07/23	150	Part 67 TWG members, Chace Eldridge
152		0%		CASA PMO to review TWG report and provide final comments	2 days	Mon 10/07/23	Tue 11/07/23	151	Kate Manderson
153		0%		TWG report circulated to ASAP for feedback/approval	5 days	Wed 12/07/23	Tue 18/07/23	152	Chace Eldridge
154		0%		TWG report published on CASA website	1 day	Wed 19/07/23	Wed 19/07/23	153	Web team
155		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Wed 19/07/23	Fri 21/07/23	153	Pat Murray
156		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	3 days	Mon 24/07/23	Wed 26/07/23	155	Pip Spence
157		0%		Policy Proposal settled and circulated to internal stakeholders for endorsement and to the SRO for approval	3 days	Mon 24/07/23	Wed 26/07/23	155	Suzanne Petrie
158		0%		Prepare Policy Statement for public consultation	5 days	Mon 24/07/23	Fri 28/07/23	155	Elizabeth Goosen
159		0%		Refer row 118 for public consultation (Mon 31 July to Sun 27 Aug 2023)	20 days	Mon 31/07/23	Fri 25/08/23	119SS	
160		27%		Exemption Instrument for Class 5 Self-Declared Medical Certificate - TVG review	294 days	Mon 23/01/23	Thu 7/03/24		
207		0%		Implementation Tasks	1 day?	Wed 15/06/22	Wed 15/06/22		
208		0%		MRS Enhancements	1 day?	Wed 15/06/22	Wed 15/06/22		
210		0%		Pilot questionnaire	1 day?	Wed 15/06/22	Wed 15/06/22		
212		0%		Temporary Management Instruction (for CSC)	1 day?	Wed 15/06/22	Wed 15/06/22		
214		0%		Clinical Practice Guidelines	1 day?	Wed 15/06/22	Wed 15/06/22		
216		0%		Assessor Guidance Procedures Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
218		0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
220		0%		Guidance material (excl 'the handbook' produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
222		0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
224		0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
226		0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
228		0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
230		0%		Work Instructions	1 day?	Wed 15/06/22	Wed 15/06/22		
232		0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
234		0%		Internal and external delegation instruments	1 day?	Wed 15/06/22	Wed 15/06/22		
236		0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
238		0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
240		0%		Part 67 Plain English Guide / Plain English Info Sheets	443 days?	Wed 15/06/22	Fri 23/02/24		
251		7%		Financial Impacts	53 days	Tue 4/04/23	Thu 15/06/23		
257		91%		Journey Maps (current and future state)	265 days	Mon 4/07/22	Fri 7/07/23		

Part 67 project schedule - v0.13 as at 10 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
258		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
259		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
260		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	259	Ben MacLaren,Denise Morman
261		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	260SS	Ben MacLaren,Denise Morman
262		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	260SS	Ben MacLaren
263		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	262	Denise Morman
264		75%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	88 days	Wed 25/01/23	Fri 26/05/23	263	Ben MacLaren
265		0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	30 days	Mon 29/05/23	Fri 7/07/23	264	Denise Morman
266		0%		Journey maps complete	0 days	Fri 7/07/23	Fri 7/07/23	265	
267		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
274		0%		Ministerial Submission (MinSub) Approval	46 days	Thu 30/05/24	Thu 1/08/24		
285		32%		Change Impact Analysis / Benefits Identification	159 days	Wed 2/11/22	Mon 12/06/23		
286		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
287		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
288		33%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 29 May 2023)	38 days	Thu 6/04/23	Mon 29/05/23	287	Simon Gojkovic,Ben MacLaren,Simon Boddy
289		0%		Change Impact Tracker approved (and continually monitored and updated by Denise)	10 days	Tue 30/05/23	Mon 12/06/23	288	Denise Morman
290		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/06/23	Mon 12/06/23	289	
291		79%		Risk Assessment Workshops / Risk Register Developed	132 days	Thu 24/11/22	Fri 26/05/23		
292		100%		Risk assessment workshop (Part 1) conducted regarding ASA recommendation that CASA bring forward a se	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
293		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
294		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
295		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
296		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	295	Mark Roberts
297		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	296	Mark Roberts,Denise Morman
298		75%		Risk Register reviewed and updated (meeting with AvMed team 16 May 2023)	25 days	Mon 17/04/23	Fri 19/05/23	297	Denise Morman
299		0%		Risk Register approved	5 days	Mon 22/05/23	Fri 26/05/23	298	Denise Morman
300		0%		Risk Register developed	0 days	Fri 26/05/23	Fri 26/05/23	299	
301		9%		Establish Steering Committee and Terms of Reference	110 days	Mon 27/02/23	Fri 28/07/23		
302		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO for review and feedback	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
303		100%		SRO feedback received on draft Steering Committee TOR	22 days	Mon 6/03/23	Tue 4/04/23	302	
304		100%		TOR updated based on SRO feedback	22 days	Wed 5/04/23	Thu 4/05/23	303	
305		100%		Steering Committee TOR circulated to proposed members and observers for feedback and agreement	16 days	Fri 5/05/23	Fri 26/05/23	304	

Part 67 project schedule - v0.13 as at 10 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
306		0%		Steering Committee TOR updated and signed off	5 days	Mon 29/05/23	Fri 2/06/23	305	Denise Morman,Andreas Marcelja
307		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	40 days	Mon 5/06/23	Fri 28/07/23	306	Denise Morman
308		0%		Steering Committee established and Terms of Reference approved	0 days	Fri 28/07/23	Fri 28/07/23	307	
309		0%		Project Management Plan	81 days	Mon 8/05/23	Mon 28/08/23		
310		0%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	60 days	Mon 1/05/23	Fri 28/07/23		Denise Morman
311		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 31/07/23	Fri 11/08/23	310	Paul Hibberd,Steering Committee members
312		0%		PMP reviewed by Steering Committee	5 days	Mon 14/08/23	Fri 18/08/23	311	Steering Committee members
313		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Mon 21/08/23	Wed 23/08/23	312	Andreas Marcelja
314		0%		PMP reviewed and approved by EM NOS	3 days	Thu 24/08/23	Mon 28/08/23	313	Chris Monahan
315		0%		Project Management Plan approved	0 days	Mon 28/08/23	Mon 28/08/23	314	
316		0%		Gate Review - are we ready to make Class 5 medical certificate exemption instrument	5 days	Thu 1/02/24	Wed 7/02/24		
321		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24	115	
323		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
456		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
463		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.14 as at 29 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		33%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4		50%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	408 days?	Wed 15/06/22	Fri 5/01/24		
63		92%		Communication Strategy and Milestone Plans	287 days?	Wed 15/06/22	Thu 20/07/23		
64		92%		Communication Strategy	234 days	Fri 12/06/22	Wed 5/07/23		
65		100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
66		100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
67		90%		Communication Strategy updated following risk assessment workshops, change impact analysis and benefits identification workshop (final workshop with Simon Boddy scheduled for 26 June 2023)	84 days	Fri 3/03/23	Wed 28/06/23	66	Fran Hannan
68		0%		Comms Strategy reviewed and approved	5 days	Thu 29/06/23	Wed 5/07/23	67	Adam Anastasi,Amanda Palmer,Denise Morman,Fran Hannan,Michelle Massey
69		0%		Milestone Plans	287 days?	Wed 15/06/22	Thu 20/07/23		
70		0%		Milestone Plan - Class 5 - public consultation on policy package	44 days	Mon 22/05/23	Thu 20/07/23		
71		0%		Develop Milestone Plan - Public consultation on Class 5 policy package (31 July to 27 August 2023)	35 days	Mon 22/05/23	Fri 7/07/23		
72		0%		Review milestone plan	5 days	Mon 10/07/23	Fri 14/07/23	71	
73		0%		Approve milestone plan	3 days	Mon 17/07/23	Wed 19/07/23	72	
74		0%		Execute milestone plan	1 day	Thu 20/07/23	Thu 20/07/23	73	
75		0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
77		49%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	293 days?	Wed 15/06/22	Fri 28/07/23		
78		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
79		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	78	Nicky Speers,Tony Hochberg
80		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	79FF	Nicky Speers
81		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
82		100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	80	Nicky Speers
83		100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	82	Andreas Marcelja

Part 67 project schedule - v0.14 as at 29 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
84		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
85		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
86		75%		BVR for 1 x training contractor from 1 July 2023 for 12 months endorsed by EM Corporate Services	5 days	Wed 3/05/23	Tue 9/05/23	85	Philippa Crome
87		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
88		0%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
89		0%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	42 days	Thu 1/06/23	Fri 28/07/23	88	Shane Traynor,Jugal Modi,Kate Manderson,Mel Wildey,Tony Hochberg
90		0%		Mel to advise of forward Sprint planning	1 day?	Thu 1/06/23	Thu 1/06/23	88	Mel Wildey
91		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
92		0%		Internal training to be confirmed - current TES/TNA contains external training on	1 day?	Wed 15/06/22	Wed 15/06/22		Nathan Sullivan
93		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
94		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
100		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
104		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
107		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
108		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg
110		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson,Tony Hochberg
111		31%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	390 days?	Wed 15/06/22	Tue 12/12/23		
112		55%		Develop "Self-Declared Medical Guidance Materials"	129 days?	Tue 31/01/23	Mon 31/07/23		
113		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
114		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	113	Andreas Marcelja,Pip Spence
115		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	114	Kate Manderson,Michelle Massey,Nathan Sullivan

Part 67 project schedule - v0.14 as at 29 May 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
116		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	115	Kate Manderson,Michelle Massey,Nathan Sullivan
117		20%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	116	Prof Cable,Dr Schiemer
118		0%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	117	Dr Schiemer,Prof Cable
119		0%		Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	118	
120		0%		Format the Self-Declared Medical Guidance Materials and ensure it meets accessibility requirements etc (Denise to confirm who will do this, Ceri or Cath Leask's team?)	5 days	Tue 27/06/23	Mon 3/07/23	117	
121		0%		Circulate the Self-Declared Medical Guidance Materials to TWG for information only	5 days	Tue 4/07/23	Mon 10/07/23	120	
122		0%		Develop explanatory material - explaining where CASA's standard is different from Austroads - to be ready for public consultation	15 days	Mon 10/07/23	Fri 28/07/23	118	
123		0%		Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
124		0%		Denise to confirm next steps and timeframes for publishing the Self-Declared Medical Guidance Materials (align with training)	1 day?	Tue 11/07/23	Tue 11/07/23	121	
125		31%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	290 days	Mon 26/09/22	Fri 3/11/23		
126		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
127		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
128		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		
129		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	128	
130		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	129	
131		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	130	
132		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	131	
133		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	132FF	
134		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
135		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	134	
136		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	135	
137		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	136	
138		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	137	
139		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	138	
140		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
141		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
142		0%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
143		0%		Virtual TWG meeting #4 - yet to be scheduled - suggest meeting on 21 June i.e. 2 weeks apart instead of 3.	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
144		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	143	Chace Eldridge
145		0%		TWG provide feedback and Secretariat updates draft TWG report	2 days	Tue 27/06/23	Wed 28/06/23	144	Part 67 TWG members,Chace Eldridge
146		0%		CASA PMO to review TWG report and provide final comments	2 days	Thu 29/06/23	Fri 30/06/23	145	Kate Manderson
147		0%		TWG report circulated to ASAP for feedback/approval	5 days	Mon 3/07/23	Fri 7/07/23	146	Chace Eldridge

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
148		0%		TWG report published on CASA website	1 day	Mon 10/07/23	Mon 10/07/23	147	Web team
149		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Mon 10/07/23	Wed 12/07/23	147	Pat Murray
150		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	5 days	Thu 13/07/23	Wed 19/07/23	149	Pip Spence
151		0%		Policy Proposal settled and circulated to internal stakeholders for endorsement and to the SRO for approval and prepare for public consultation	7 days	Thu 20/07/23	Fri 28/07/23	150	Suzanne Petrie
152		6%		Public consultation on policy proposal	115 days	Mon 29/05/23	Fri 3/11/23		
153		10%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	45 days	Mon 19/05/23	Fri 28/07/23		Elizabeth Goosen, Kate Ma
154		0%		Develop associated email notification comms and seek approval	10 days	Mon 17/07/23	Fri 28/07/23		Fran Hannan, Mel Hamilton
155		0%		Set up Consultation Hub survey system	10 days	Mon 17/07/23	Fri 28/07/23		Elizabeth Goosen
156		0%		Public Consultation (draft Policy Proposal) - Monday, 31 July to Sunday, 27 August 2023	20 days	Mon 31/07/23	Fri 25/08/23	153	
157		0%		Public consultation responses analysed	20 days	Mon 7/08/23	Fri 1/09/23		Nous Group
158		0%		Develop Summary of Consultation (SOC)	15 days	Mon 4/09/23	Fri 22/09/23		Nous Group
159		0%		AvMed team review and update SOC to include CASA's responses	5 days	Mon 25/09/23	Fri 29/09/23		Kate Manderson, Nathan S
160		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Mon 2/10/23	Fri 6/10/23		Adam Anastasi, Amanda Pa
161		0%		Policy proposal updated and approved	10 days	Mon 9/10/23	Fri 20/10/23		
162		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	3 days	Mon 9/10/23	Wed 11/10/23		Michelle Massey
163		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	15 days	Thu 12/10/23	Wed 1/11/23		Carlie Brewer
164		0%		SED provides the DAS with the comms pack and SOC	1 day	Thu 2/11/23	Thu 2/11/23		Amanda Palmer
165		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Thu 2/11/23	Thu 2/11/23		Amanda Palmer
166		0%		SOC and responses published to Consultation Hub and comms released	1 day	Fri 3/11/23	Fri 3/11/23		Carlie Brewer, Elizabeth Gc
167		0%		Public consultation and SOC completed	0 days	Fri 3/11/23	Fri 3/11/23		
168		25%		Exemption Instrument for Class 5 Self-Declared Medical Certificate - (TWG review if approach changes post consultation)	232 days	Mon 23/01/23	Tue 12/12/23		
169		73%		Prepare DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 31 July to 27 August 2023)	150 days	Mon 23/01/23	Fri 18/08/23		Suzanne Petrie
170		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	10 days	Mon 21/08/23	Fri 1/09/23	169	Suzanne Petrie
171		0%		SFR for the exemption instrument developed and cleared by CSC Branch Manager	3 days	Mon 4/09/23	Wed 6/09/23	170	Nathan Sullivan, Suzanne Petrie, Michelle Massey
172		0%		SFR approved by EM SED	2 days	Thu 7/09/23	Fri 8/09/23	171	Andreas Marcelja
173		0%		Approved SFR submitted to LIRA	1 day	Mon 11/09/23	Mon 11/09/23	172	Michelle Massey
174		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	30 days	Mon 11/09/23	Fri 20/10/23	173SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, Suzanne Petrie
175		0%		If our approach has changed drastically post consultation, then we should circulate the draft exemption instrument to the TWG (10 days allowed for review/TWG meeting etc)	10 days	Mon 23/10/23	Fri 3/11/23	174	
176		0%		Making the exemption instrument	82 days	Mon 21/08/23	Tue 12/12/23		
177		0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	17 days	Mon 21/08/23	Tue 12/09/23	170SS	Adam Anastasi, Suzanne Petrie
178		0%		Finalise instrument package and complete editorial reviews	45 days	Wed 13/09/23	Tue 14/11/23	177	Adam Anastasi
179		0%		Before sign-off by CSC Branch Manager and EM SED, ensure implementation tasks are complete (refer rows 188 to 219) and Gate Review has been scheduled	45 days	Wed 13/09/23	Tue 14/11/23	178SS	

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
180		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	5 days	Wed 15/11/23	Tue 21/11/23	179	Andreas Marcelja,Adam Anastasi,Michelle Massey
181		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	10 days	Wed 22/11/23	Tue 5/12/23	180	Adam Anastasi,Pip Spence
182		0%		Instrument Made	0 days	Tue 5/12/23	Tue 5/12/23	181	Pip Spence
183		0%		Register on FRLI (within 4 days)	4 days	Wed 5/12/23	Mon 11/12/23	182	Nadia Spesyvy
184		0%		Notify internal stakeholders	1 day	Tue 12/12/23	Tue 12/12/23	183	Mel Hamilton
185		0%		Update project webpage (including publication of plain English info sheet)	1 day	Tue 12/12/23	Tue 12/12/23	183	Carlie Brewer
186		0%		Update subscriber notifications	1 day	Tue 12/12/23	Tue 12/12/23	183	Mel Hamilton
187		0%		Instrument for Class 5 Medical Certificate complete	0 days	Tue 12/12/23	Tue 12/12/23	186	
188		0%		Implementation Tasks	384 days?	Wed 15/06/22	Mon 4/12/23		
189		0%		Pilot questionnaire	351 days	Mon 1/08/22	Mon 4/12/23		
200		0%		MRS enhancements	372 days	Fri 1/07/22	Mon 4/12/23		
211		0%		Temporary Management Instruction (for CSC)	55 days	Fri 16/09/22	Fri 2/12/22		
220		0%		Clinical Practice Guidelines	110 days	Mon 3/07/23	Fri 1/12/23		
231		0%		Assessor Guidance Procedures Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
240		0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
242		0%		Guidance material (excl 'the handbook' produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
244		0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
246		0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
248		0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
250		0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
252		0%		Work Instructions	46 days	Fri 30/09/22	Fri 2/12/22		
263		0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
265		0%		Internal and external delegation instruments	1 day?	Wed 15/06/22	Wed 15/06/22		
267		0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
269		0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
271		0%		Part 67 Plain English Guide / Plain English Info Sheets	385 days?	Wed 15/06/22	Tue 5/12/23		
283		7%		Financial Impacts	53 days	Tue 4/04/23	Thu 15/06/23		
289		91%		Journey Maps (current and future state)	270 days	Mon 4/07/22	Fri 14/07/23		
290		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
291		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
292		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	291	Ben MacLaren,Denise Morman
293		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	292SS	Ben MacLaren,Denise Morman
294		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	292SS	Ben MacLaren
295		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	294	Denise Morman
296		73%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	91 days	Wed 25/01/23	Wed 31/05/23	295	Ben MacLaren

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
297		0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	32 days	Thu 1/06/23	Fri 14/07/23	296	Denise Morman
298		0%		Journey maps complete	0 days	Fri 14/07/23	Fri 14/07/23	297	
299		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
306		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 25/03/24	Mon 27/05/24		
317		21%		Change Impact Analysis / Benefits Identification	181 days	Wed 2/11/22	Wed 12/07/23		
318		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
319		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
320		21%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	60 days	Thu 6/04/23	Wed 28/06/23	319	Simon Gojkovic, Ben MacLaren, Simon Boddy
321		0%		Change Impact Tracker approved (and continually monitored and updated by Denise)	10 days	Thu 29/06/23	Wed 12/07/23	320	Denise Morman
322		0%		Change Impact Analysis and Benefits Identification completed	0 days	Wed 12/07/23	Wed 12/07/23	321	
323		78%		Risk Assessment Workshops / Risk Register Developed	137 days	Thu 24/11/22	Fri 2/06/23		
324		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
325		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
326		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
327		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
328		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	327	Mark Roberts
329		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	328	Mark Roberts, Denise Morman
330		75%		Risk Register reviewed and updated (meeting with AvMed team 16 May 2023)	30 days	Mon 17/04/23	Fri 26/05/23	329	Denise Morman
331		0%		Risk Register approved	5 days	Mon 29/05/23	Fri 2/06/23	330	Denise Morman
332		0%		Risk Register developed	0 days	Fri 2/06/23	Fri 2/06/23	331	
333		9%		Establish Steering Committee and Terms of Reference	110 days	Mon 27/02/23	Fri 28/07/23		
334		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO for review and feedback	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
335		100%		SRO feedback received on draft Steering Committee TOR	22 days	Mon 6/03/23	Tue 4/04/23	334	
336		100%		TOR updated based on SRO feedback	22 days	Wed 5/04/23	Thu 4/05/23	335	
337		90%		Steering Committee TOR circulated to proposed members and observers for feedback and agreement	16 days	Fri 5/05/23	Fri 26/05/23	336	
338		0%		Steering Committee TOR updated and signed off	5 days	Mon 29/05/23	Fri 2/06/23	337	Denise Morman, Andreas Marcelja
339		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	40 days	Mon 5/06/23	Fri 28/07/23	338	Denise Morman
340		0%		Steering Committee established and Terms of Reference approved	0 days	Fri 28/07/23	Fri 28/07/23	339	
341		0%		Project Management Plan	81 days	Mon 8/05/23	Mon 28/08/23		
342		0%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	60 days	Mon 8/05/23	Fri 28/07/23		Denise Morman
343		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 31/07/23	Fri 11/08/23	342	Paul Hibberd, Steering Committee members
344		0%		PMP reviewed by Steering Committee	5 days	Mon 14/08/23	Fri 18/08/23	343	Steering Committee members
345		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Mon 21/08/23	Wed 23/08/23	344	Andreas Marcelja
346		0%		PMP reviewed and approved by EM NOS	3 days	Thu 24/08/23	Mon 28/08/23	345	Chris Monahan
347		0%		Project Management Plan approved	0 days	Mon 28/08/23	Mon 28/08/23	346	
348		0%		Gate Review - are we ready to make Class 5 medical certificate exemption instrument	8 days	Wed 22/11/23	Fri 1/12/23		

Part 67 project schedule - v0.14 as at 29 May 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
349	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	5 days	Wed 22/11/23	Tue 28/11/23	180	Denise Morman
350	0%		Conduct Gate Review and confirm we are ready to make the Class 5 medical certificate exemption instrument	1 day	Wed 29/11/23	Wed 29/11/23	349	Denise Morman,Paul Hibberd
351	0%		Update Gate Review documentation and circulate	2 days	Thu 30/11/23	Fri 1/12/23	350	Denise Morman
352	0%		Gate Review completed	0 days	Fri 1/12/23	Fri 1/12/23	351	
353	0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/11/23	Wed 20/11/24		
355	0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
488	0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
495	0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.15 as at 12 June 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		36%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4		54%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	407 days?	Wed 15/06/22	Thu 4/01/24		
63		75%		Communication Strategy and Milestone Plans	274 days?	Wed 15/06/22	Mon 3/07/23		
64		82%		Communication Strategy	231 days	Fri 12/06/22	Fri 30/06/23		
65		100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
66		100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
67		100%		Communication Strategy updated following feedback from project team	62 days	Fri 3/03/23	Mon 29/05/23	66	Fran Hannan
68		27%		Comms Strategy reviewed and approved by Amanda Palmer, Michelle Massey, Andreas Marcelja	24 days	Tue 30/05/23	Fri 30/06/23	67	Amanda Palmer,Denise Morman,Fran Hannan,Michelle Massey,Andreas Marcelja
69		14%		Milestone Plans	25 days?	Wed 15/06/22	Tue 19/07/22		
70		14%		Milestone Plan - Class 5 - public consultation on policy package	31 days	Mon 22/05/23	Mon 3/07/23		
71		100%		Develop Milestone Plan - Public consultation on Class 5 policy package (31 July to 27 August 2023)	6 days	Mon 22/05/23	Mon 29/05/23		Fran Hannan
72		10%		Review milestone plan for Class 5 (Mel Hamilton)	9 days	Tue 30/05/23	Fri 9/06/23	71	Denise Morman,Suzanne Petrie
73		0%		Review milestone plan for Class 5 (project team)	5 days	Mon 12/06/23	Fri 16/06/23	72	
74		0%		Approve milestone plan for Class 5	10 days	Mon 19/06/23	Fri 30/06/23	73	Amanda Palmer,Andreas Marcelja,Michelle Massey
75		0%		Execute milestone plan for Class 5	1 day	Mon 3/07/23	Mon 3/07/23	74	Fran Hannan
76		0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
78		50%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	293 days?	Wed 15/06/22	Fri 28/07/23		
79		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
80		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	79	Nicky Speers,Tony Hochberg
81		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	80FF	Nicky Speers

Part 67 project schedule - v0.15 as at 12 June 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
82		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
83		100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	81	Nicky Speers
84		100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	83	Andreas Marcelja
85		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
86		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
87		75%		BVR for 1 x training contractor from 1 July 2023 for 12 months endorsed by EM Corporate Services	5 days	Wed 3/05/23	Tue 9/05/23	86	Philippa Crome
88		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
89		100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
90		0%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	42 days	Thu 1/06/23	Fri 28/07/23	89	Shane Traynor,Jugal Modi,Kate Manderson,Mel Wildey,Tony Hochberg
91		0%		Mel to advise of forward Sprint planning	1 day?	Thu 1/06/23	Thu 1/06/23	89	Mel Wildey
92		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
93		0%		Internal training to be confirmed - current TES/TNA contains external training only	1 day?	Wed 15/06/22	Wed 15/06/22		Nathan Sullivan
94		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
95		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
101		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
105		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
108		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
109		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg
111		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson,Tony Hochberg
112		47%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	390 days?	Wed 15/06/22	Tue 12/12/23		
113		55%		Develop "Self-Declared Medical Guidance Materials"	293 days?	Wed 15/06/22	Mon 31/07/23		
114		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson

Part 67 project schedule - v0.15 as at 12 June 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
115	100%	Task	Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	114	Andreas Marcelja,Pip Spence
116	100%	Task	BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	115	Kate Manderson,Michelle Massey,Nathan Sullivan
117	100%	Task	Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	116	Kate Manderson,Michelle Massey,Nathan Sullivan
118	20%	Task	Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	117	Prof Cable,Dr Schiemer
119	0%	Task	Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	118	Dr Schiemer,Prof Cable
120	0%	Task	Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	119	
121	0%	Task	Format the Self-Declared Medical Guidance Materials and ensure it meets accessibility requirements etc (Denise to confirm who will do this, Ceri or Cath Leask's team? When do we need this by?)	5 days	Tue 27/06/23	Mon 3/07/23	118	
122	0%	Task	Circulate the Self-Declared Medical Guidance Materials to TWG for information only	5 days	Tue 4/07/23	Mon 10/07/23	121	
123	0%	Task	Develop explanatory material - explaining where CASA's standard is different from Aus standards - to be ready for public consultation	15 days	Mon 10/07/23	Fri 28/07/23	119	
124	0%	Task	Simplified version of Self-Declared Medical Guidance Materials - to be ready for public consultation	1 day?	Wed 15/06/22	Wed 15/06/22		
125	0%	Task	Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
126	0%	Task	Denise to confirm next steps and timeframes for publishing the Self-Declared Medical Guidance Materials (align with training)	1 day?	Tue 11/07/23	Tue 11/07/23	122	
127	60%	Task	Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	306 days	Mon 26/09/22	Mon 27/11/23		
128	100%	Task	Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
129	100%	Task	Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
130	100%	Task	Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
131	100%	Task	Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	130	Kate Manderson
132	100%	Task	Policy Statement reviewed by remaining AvMed SME and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	131	
133	100%	Task	Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	132	
134	100%	Task	All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	133	
135	100%	Task	Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	134FF	
136	100%	Task	Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
137	100%	Task	Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	136	
138	100%	Task	Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	137	
139	100%	Task	Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	138	
140	100%	Task	Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	139	
141	100%	Task	Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	140	
142	100%	Task	Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
143	100%	Task	Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members

Part 67 project schedule - v0.15 as at 12 June 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
144		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
145		0%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		
146		0%		Virtual TWG meeting #5 - 28 June 2023 - yet to be scheduled - public consultation timeframes based on this meeting NOT going ahead.	1 day	Wed 28/06/23	Wed 28/06/23		Part 67 TWG members
147		0%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	145	Chace Eldridge
148		0%		TWG provide feedback and Secretariat updates draft TWG report	3 days	Tue 27/06/23	Thu 29/06/23	147	Part 67 TWG members, Chace Eldridge
149		0%		CASA PMO to review TWG report and provide final comments	2 days	Fri 30/06/23	Mon 3/07/23	148	Kate Manderson
150		0%		TWG report circulated to ASAP for feedback/approval	5 days	Tue 4/07/23	Mon 10/07/23	149	Chace Eldridge
151		0%		TWG report published on CASA website	1 day	Tue 11/07/23	Tue 11/07/23	150	Web team
152		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Tue 11/07/23	Thu 13/07/23	150	Pat Murray
153		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	3 days	Fri 14/07/23	Tue 18/07/23	152	Pip Spence
154		0%		Policy Proposal settled and circulated to internal stakeholders for endorsement and to the SRO for approval and prepare for public consultation	8 days	Wed 19/07/23	Fri 28/07/23	153	Suzanne Petrie
155		100%		Engage external consultant to analyse public consultation feedback and develop Summary of Consultation (SOC)	140 days	Mon 8/05/23	Fri 17/11/23		
156		100%		Confirm funding in FY23/24 for external consultant (SED to fund)	1 day	Fri 26/05/23	Fri 26/05/23		Denise Morman
157		100%		Prepare procurement package (Minute, Schedule 5 RFQ, Statement of Work, Risk Assessment)	16 days	Mon 8/05/23	Mon 29/05/23		Suzanne Petrie
158		100%		Procurement package reviewed by Contracts & Procurement (and relevant project team members)	3 days	Tue 30/05/23	Thu 1/06/23	157	Contracts & Procurement
159		100%		Procurement package updated	1 day	Fri 2/06/23	Fri 2/06/23	158	Suzanne Petrie
160		100%		Procurement package approved by evaluation team	2 days	Mon 5/06/23	Tue 6/06/23	159	
161		100%		Procurement package approved by CSC Branch Manager	2 days	Wed 7/06/23	Thu 8/06/23	160	Michelle Massey
162		100%		Procurement process opens	1 day	Fri 9/06/23	Fri 9/06/23	161	
163		0%		Procurement process closes	2 days	Fri 23/06/23	Mon 26/06/23	162	
164		0%		Evaluation period	2 days	Tue 27/06/23	Wed 28/06/23	163	
165		0%		Contract drafting and negotiating	6 days	Thu 29/06/23	Thu 6/07/23	164	
166		0%		Contract commences	1 day	Mon 17/07/23	Mon 17/07/23		
167		0%		Initial engagement between preferred Supplier and CASA re policy proposal and SOC template	2 days	Tue 18/07/23	Wed 19/07/23	166	
168		0%		Feedback from Supplier on survey questions	2 days	Thu 20/07/23	Fri 21/07/23	167	
169		0%		Supplier undertakes pre-reading and preparatory work	10 days	Mon 24/07/23	Fri 4/08/23	168	
170		0%		Public consultation	20 days	Mon 31/07/23	Fri 25/08/23		
171		0%		Analysis feedback and prepare first draft of SOC	40 days	Mon 7/08/23	Fri 29/09/23	170SS+5 day	
172		0%		Prepare final version of SOC	10 days	Mon 2/10/23	Fri 13/10/23	171	
173		0%		Provision for late responses, illness, unforeseen delays, etc.	24 days	Mon 16/10/23	Thu 16/11/23	172	
174		0%		Contract ends	1 day	Fri 17/11/23	Fri 17/11/23		
175		0%		Engagement with external consultant complete	0 days	Fri 17/11/23	Fri 17/11/23	174	
176		46%		Public consultation on policy proposal	131 days	Mon 29/05/23	Mon 27/11/23		
177		75%		Draft questions for survey system (in conjunction with Elizabeth/Carlie - external consultant to also review) and seek approval	45 days	Mon 29/05/23	Fri 28/07/23		Elizabeth Goosen, Kate Manderson, Nathan
178		0%		Develop associated email notification comms and seek approval	10 days	Mon 17/07/23	Fri 28/07/23		Fran Hannan, Mel Hamilton
179		0%		Set up Consultation Hub survey system	10 days	Mon 17/07/23	Fri 28/07/23		Elizabeth Goosen
180		0%		Public Consultation (draft Policy Proposal) - Monday, 31 July to Sunday, 27 August 2023	20 days	Mon 31/07/23	Fri 25/08/23	177	
181		0%		Public consultation responses analysed and first draft of SOC prepared	40 days	Mon 7/08/23	Fri 29/09/23	171SS	

Part 67 project schedule - v0.15 as at 12 June 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
182		0%		AvMed team review draft SOC and provide feedback to Supplier (including CASA's responses)	5 days	Mon 2/10/23	Fri 6/10/23	181	
183		0%		Supplier prepares final version of SOC	10 days	Mon 2/10/23	Fri 13/10/23	172SS	Kate Manderson,Nathan Sullivan,Tony Hochberg
184		0%		Draft SOC reviewed internally and feedback provided to Supplier	10 days	Mon 16/10/23	Fri 27/10/23	183	Adam Anastasi,Amanda Palmer,Fran Hannan,Mel Hamilton,Paul Hibberd,Tony Stanton,Scott Watson
185		0%		Supplier's contract ends	1 day	Fri 17/11/23	Fri 17/11/23	184	
186		0%		Policy proposal updated and approved	20 days	Mon 7/08/23	Fri 1/09/23	181SS	
187		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	3 days	Mon 30/10/23	Wed 1/11/23	184	Michelle Massey
188		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	15 days	Thu 2/11/23	Wed 22/11/23	187	Carlie Brewer
189		0%		SED provides the DAS with the comms pack and SOC	1 day	Thu 23/11/23	Thu 23/11/23	188	Amanda Palmer
190		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Fri 24/11/23	Fri 24/11/23	189	Amanda Palmer
191		0%		SOC and responses published to Consultation Hub and comms released	1 day	Mon 27/11/23	Mon 27/11/23	190	Carlie Brewer,Elizabeth Gc
192		0%		Public consultation and SOC completed	0 days	Mon 27/11/23	Mon 27/11/23	191	
193		25%		Exemption Instrument for Class 5 Self-Declared Medical Certificate - (TWG review if approach changes post consultation)	232 days	Mon 23/01/23	Tue 12/12/23		
194		73%		Prepare DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 31 July to 27 August 2023)	150 days	Mon 23/01/23	Fri 18/08/23		Suzanne Petrie
195		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	10 days	Mon 21/08/23	Fri 1/09/23	194	Suzanne Petrie
196		0%		SFR for the exemption instrument developed and cleared by CSC Branch Manager	3 days	Mon 4/09/23	Wed 6/09/23	195	Nathan Sullivan,Suzanne Petrie,Michelle Massey
197		0%		SFR approved by EM SED	2 days	Thu 7/09/23	Fri 8/09/23	196	Andreas Marcelja
198		0%		Approved SFR submitted to LIRA	1 day	Mon 11/09/23	Mon 11/09/23	197	Michelle Massey
199		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	30 days	Mon 11/09/23	Fri 20/10/23	198SS	Nathan Sullivan,Kate Manderson,Tony Hochberg,Adam Anastasi,Suzanne Petrie
200		0%		If our approach has changed drastically post consultation, then we should circulate the draft exemption instrument to the TWG (10 days allocated for review/TWG meeting etc)	10 days	Mon 23/10/23	Fri 3/11/23	199	
201		0%		Making the exemption instrument	82 days	Mon 21/08/23	Tue 12/12/23		
202		0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	17 days	Mon 21/08/23	Tue 12/09/23	195SS	Adam Anastasi,Suzanne Petrie
203		0%		Finalise instrument package and complete editorial reviews	45 days	Wed 13/09/23	Tue 14/11/23	202	Adam Anastasi
204		0%		Before sign-off by CSC Branch Manager and EM SED, ensure implementation tasks are complete (refer rows 188 to 292) and Gate Review has been scheduled	45 days	Wed 13/09/23	Tue 14/11/23	203SS	

Part 67 project schedule - v0.15 as at 12 June 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
205		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	5 days	Wed 15/11/23	Tue 21/11/23	204	Andreas Marcelja,Adam Anastasi,Michelle Massey
206		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	10 days	Wed 22/11/23	Tue 5/12/23	205	Adam Anastasi,Pip Spence
207		0%		Instrument Made	0 days	Tue 5/12/23	Tue 5/12/23	206	Pip Spence
208		0%		Register on FRLI (within 4 days)	4 days	Wed 5/12/23	Mon 11/12/23	207	Nadia Spesyvy
209		0%		Notify internal stakeholders	1 day	Tue 12/12/23	Tue 12/12/23	208	Mel Hamilton
210		0%		Update project webpage (including publication of plain English info sheet)	1 day	Tue 12/12/23	Tue 12/12/23	208	Carlie Brewer
211		0%		Update subscriber notifications	1 day	Tue 12/12/23	Tue 12/12/23	208	Mel Hamilton
212		0%		Instrument for Class 5 Medical Certificate complete	0 days	Tue 12/12/23	Tue 12/12/23	211	
213		0%		Implementation Tasks	384 days?	Wed 15/06/22	Mon 4/12/23		
214		0%		Pilot questionnaire	351 days	Mon 1/08/22	Mon 4/12/23		
215		0%		Identify questions	20 days	Mon 1/08/22	Fri 26/08/22		
216		0%		AvMed review questions and confirm/approve	10 days	Mon 29/08/22	Fri 9/09/22	215	
217		0%		Develop questionnaire	10 days	Mon 12/09/22	Fri 23/09/22	216	
218		0%		Build questionnaire in MRS	20 days	Mon 26/09/22	Fri 21/10/22	217	
219		0%		Test	10 days	Mon 24/10/22	Fri 4/11/22	218	
220		0%		Enhance	5 days	Mon 7/11/22	Fri 11/11/22	219	
221		0%		Re-test	10 days	Mon 14/11/22	Fri 25/11/22	220	
222		0%		Approve	5 days	Mon 28/11/22	Fri 2/12/22	221	
223		0%		Go Live	1 day	Mon 4/12/23	Mon 4/12/23	222	
224		0%		Pilot questionnaire complete	0 days	Mon 4/12/23	Mon 4/12/23	223	
225		0%		MRS enhancements	372 days	Fri 1/07/22	Mon 4/12/23		
226		0%		Develop business requirements document	30 days	Fri 1/07/22	Thu 11/08/22		
227		0%		CSC and ITB rework business requirements document until settled	20 days	Fri 12/08/22	Thu 8/09/22	226	
228		0%		Business requirements approved	5 days	Fri 9/09/22	Thu 15/09/22	227	
229		0%		Build (include pilot questionnaire)	30 days	Fri 16/09/22	Thu 27/10/22	228	
230		0%		Test	10 days	Fri 28/10/22	Thu 10/11/22	229	
231		0%		Enhance	5 days	Fri 11/11/22	Thu 17/11/22	230	
232		0%		Re-test	5 days	Fri 18/11/22	Thu 24/11/22	231	
233		0%		Approve	5 days	Fri 25/11/22	Thu 1/12/22	232	
234		0%		Go live	1 day	Mon 4/12/23	Mon 4/12/23	233	
235		0%		MRS enhancements complete	0 days	Mon 4/12/23	Mon 4/12/23	234	
236		0%		Temporary Management Instruction (for CSC)	56 days	Fri 16/09/22	Fri 2/12/22		
237		0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	20 days	Fri 16/09/22	Thu 13/10/22	229SS	
238		0%		TMI reviewed by CSC staff	5 days	Fri 14/10/22	Thu 20/10/22	237	
239		0%		TMI approved	5 days	Fri 21/10/22	Thu 27/10/22	238	
240		0%		TMI to form part of internal training	5 days	Fri 28/10/22	Thu 3/11/22	239	
241		0%		TMI goes through QCP process	15 days	Fri 4/11/22	Thu 24/11/22	240	
242		0%		TMI published in Document Catalogue	5 days	Fri 25/11/22	Thu 1/12/22	241	
243		0%		Staff advised	1 day	Fri 2/12/22	Fri 2/12/22	242	
244		0%		Temporary Management Instruction complete	0 days	Fri 2/12/22	Fri 2/12/22	243	
245		0%		Clinical Practice Guidelines	20 days	Mon 3/07/23	Mon 31/07/23		
246		0%		Consideration of the current formatting and style of the CPGs overall - does this need to be done this year?	20 days	Mon 3/07/23	Fri 28/07/23		Ceri Bartlett

Part 67 project schedule - v0.15 as at 12 June 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
247	0%		Confirm no new CPGs are required for Class 5	0 days	Mon 31/07/23	Mon 31/07/23	246	Kate Manderson,Nathan Sullivan,Tony Hochberg
248	0%		Clinical Practice Guidelines complete	0 days	Mon 31/07/23	Mon 31/07/23	247	
249	0%		Assessor Guidance Procedures Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
250	0%		Identify amendments	1 day?	Wed 15/06/22	Wed 15/06/22		
251	0%		SME review	1 day?	Wed 15/06/22	Wed 15/06/22		
252	0%		Update following SME review	1 day?	Wed 15/06/22	Wed 15/06/22		
253	0%		Approval	1 day?	Wed 15/06/22	Wed 15/06/22		
254	0%		QCP process	1 day?	Wed 15/06/22	Wed 15/06/22		
255	0%		Assessor Guidance Procedures Manual published in Horace - Denise to check - its not in there now.	1 day?	Wed 15/06/22	Wed 15/06/22		
256	0%		Staff advised	1 day	Wed 15/06/22	Wed 15/06/22		
257	0%		Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
258	0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
259	0%		What is the status of this work?	1 day?	Wed 15/06/22	Wed 15/06/22		
260	0%		Guidance material (excluding the guidance materials produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
261	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
262	0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
263	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
264	0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
265	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
266	0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
267	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
268	0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
269	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
270	0%		Work Instructions	46 days	Fri 30/09/22	Fri 2/12/22		
271	0%		Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Review date March 2023	46 days	Fri 30/09/22	Fri 2/12/22		
272	0%		Identify amendments	10 days	Fri 30/09/22	Thu 13/10/22	237SS+10 da	
273	0%		SME review	5 days	Fri 14/10/22	Thu 20/10/22	272	
274	0%		Update following SME review	1 day	Fri 21/10/22	Fri 21/10/22	273	
275	0%		Approval	3 days	Mon 24/10/22	Wed 26/10/22	274	
276	0%		TMI to form part of internal training	5 days	Fri 28/10/22	Thu 3/11/22	240SS	
277	0%		QCP process	15 days	Fri 4/11/22	Thu 24/11/22	276	
278	0%		Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	5 days	Fri 25/11/22	Thu 1/12/22	277	
279	0%		Staff advised	1 day	Fri 2/12/22	Fri 2/12/22	278	
280	0%		Aviation Medicine Assessor Role Work Instruction complete	0 days	Fri 2/12/22	Fri 2/12/22	279	
281	0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
282	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
283	0%		Internal and external delegation instruments	353 days?	Wed 15/06/22	Fri 20/10/23		
284	0%		Internal delegations	100 days	Mon 5/06/23	Fri 20/10/23		
285	0%		Review internal delegations	30 days	Mon 5/06/23	Fri 14/07/23		
286	0%		Identify if amendments are needed to internal delegation instruments	5 days	Mon 17/07/23	Fri 21/07/23	285	
287	0%		Analysis conducted and amendments identified	25 days	Mon 24/07/23	Fri 25/08/23	286	
288	0%		Drafting instructions prepared	25 days	Mon 28/08/23	Fri 29/09/23	287	
289	0%		LIRA amends existing internal delegation instruments	10 days	Mon 2/10/23	Fri 13/10/23	288	
290	0%		Updated internal delegation instruments published and communicated to staff	5 days	Mon 16/10/23	Fri 20/10/23	289	
291	0%		Updated internal delegations complete	0 days	Fri 20/10/23	Fri 20/10/23	290	

Part 67 project schedule - v0.15 as at 12 June 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
292	0%		External delegations and authorised persons	348 days	Wed 15/06/22	Fri 13/10/23		
293	0%		Review external delegations and authorised persons	30 days	Mon 19/06/23	Fri 28/07/23	285SS+10 da	
294	0%		Identify if amendments are needed to external delegations and authorised persons instruments	5 days	Mon 31/07/23	Fri 4/08/23	293	
295	0%		Analysis conducted and amendments identified	25 days	Mon 7/08/23	Fri 8/09/23	294	
296	0%		Drafting instructions prepared	25 days	Mon 11/09/23	Fri 13/10/23	295	
297	0%		LIRA amends existing external delegations and authorised persons instruments	10 days	Wed 15/06/22	Tue 28/06/22		
298	0%		ADD SFR TO BOTH	1 day?	Wed 15/06/22	Wed 15/06/22		
299	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
300	0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
301	0%		Should we start engaging Susie Woonton?	1 day?	Wed 15/06/22	Wed 15/06/22		
302	0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
303	0%		Should we start engaging Emma Annan?	1 day?	Wed 15/06/22	Wed 15/06/22		
304	0%		Part 67 Plain English Guide / Plain English Info Sheets	385 days	Wed 15/06/22	Tue 5/12/23		
316	100%		Financial Impacts	243 days	Wed 15/06/22	Fri 19/05/23		
317	100%		Meeting with Finance to confirm Class 5 fee	1 day	Tue 4/04/23	Tue 4/04/23		
318	100%		Provide Finance with estimated volumes for Class 5 and Class 4, MRS BVR and RAAus membership numbers and % expected to apply for Class 5	1 day	Wed 5/04/23	Wed 5/04/23	317	Nathan Sullivan
319	100%		Finance to prepare a Minute to the DAS with regards to a proposed fee	32 days	Thu 6/04/23	Fri 19/05/23	318	
320	0%		we need to get the fee and fee code into the correct systems	1 day?	Wed 15/06/22	Wed 15/06/22		
321	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
322	91%		Journey Maps (current and future state)	270 days	Mon 4/07/22	Fri 14/07/23		
323	100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
324	100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
325	100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	324	Ben MacLaren,Denise Morman
326	100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	325SS	Ben MacLaren,Denise Morman
327	100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	325SS	Ben MacLaren
328	100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	327	Denise Morman
329	73%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	91 days	Wed 25/01/23	Wed 31/05/23	328	Ben MacLaren
330	0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	32 days	Thu 1/06/23	Fri 14/07/23	329	Denise Morman
331	0%		Journey maps complete	0 days	Fri 14/07/23	Fri 14/07/23	330	
332	0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
339	0%		Ministerial Submission (MinSub) Approval	46 days	Mon 25/03/24	Mon 27/05/24		
350	21%		Change Impact Analysis / Benefits Identification	181 days	Wed 2/11/22	Wed 12/07/23		
351	100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
352	100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		

Part 67 project schedule - v0.15 as at 12 June 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
353		21%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	60 days	Thu 6/04/23	Wed 28/06/23	352	Simon Gojkovic,Ben MacLaren,Simon Boddy
354		0%		Change Impact Tracker approved (and continually monitored and updated by Denise)	10 days	Thu 29/06/23	Wed 12/07/23	353	Denise Morman
355		0%		Change Impact Analysis and Benefits Identification completed	0 days	Wed 12/07/23	Wed 12/07/23	354	
356		78%		Risk Assessment Workshops / Risk Register Developed	137 days	Thu 24/11/22	Fri 2/06/23		
357		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
358		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a se	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
359		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
360		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
361		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	360	Mark Roberts
362		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	361	Mark Roberts,Denise Morman
363		75%		Risk Register reviewed and updated (meeting with AvMed team 16 May 2023)	30 days	Mon 17/04/23	Fri 26/05/23	362	Denise Morman
364		0%		Risk Register approved	5 days	Mon 29/05/23	Fri 2/06/23	363	Denise Morman
365		0%		Risk Register developed	0 days	Fri 2/06/23	Fri 2/06/23	364	
366		9%		Establish Steering Committee and Terms of Reference	110 days	Mon 27/02/23	Fri 28/07/23		
367		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO for review and feedback	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
368		100%		SRO feedback received on draft Steering Committee TOR	22 days	Mon 6/03/23	Tue 4/04/23	367	
369		100%		TOR updated based on SRO feedback	22 days	Wed 5/04/23	Thu 4/05/23	368	
370		90%		Steering Committee TOR circulated to proposed members and observers for feedback and agreement	16 days	Fri 5/05/23	Fri 26/05/23	369	
371		0%		Steering Committee TOR updated and signed off	5 days	Mon 29/05/23	Fri 2/06/23	370	Denise Morman,Andreas Marcelja
372		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	40 days	Mon 5/06/23	Fri 28/07/23	371	Denise Morman
373		0%		Steering Committee established and Terms of Reference approved	0 days	Fri 28/07/23	Fri 28/07/23	372	
374		0%		Project Management Plan	81 days	Mon 8/05/23	Mon 28/08/23		
375		0%		New Project Management Plan (PMP) template available from the PMO on 8 May 2023	60 days	Mon 8/05/23	Fri 28/07/23		Denise Morman
376		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 31/07/23	Fri 11/08/23	375	Paul Hibberd,Steering Committee members
377		0%		PMP reviewed by Steering Committee	5 days	Mon 14/08/23	Fri 18/08/23	376	Steering Committee members
378		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Mon 21/08/23	Wed 23/08/23	377	Andreas Marcelja
379		0%		PMP reviewed and approved by EM NOS	3 days	Thu 24/08/23	Mon 28/08/23	378	Chris Monahan
380		0%		Project Management Plan approved	0 days	Mon 28/08/23	Mon 28/08/23	379	
381		0%		Gate Review - are we ready to make Class 5 medical certificate exemption instrument	8 days	Wed 22/11/23	Fri 1/12/23		
382		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	5 days	Wed 22/11/23	Tue 28/11/23	205	Denise Morman
383		0%		Conduct Gate Review and confirm we are ready to make the Class 5 medical certificate exemption instrument	1 day	Wed 29/11/23	Wed 29/11/23	382	Denise Morman,Paul Hibberd
384		0%		Update Gate Review documentation and circulate	2 days	Thu 30/11/23	Fri 1/12/23	383	Denise Morman
385		0%		Gate Review completed	0 days	Fri 1/12/23	Fri 1/12/23	384	
386		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
388		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
521		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
528		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

Part 67 project schedule - v0.16 as at 10 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		35%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2		100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4		53%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5		100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44		0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	410 days?	Wed 15/06/22	Tue 9/01/24		
63		97%		Communication Strategy and Milestone Plans	289 days?	Wed 15/06/22	Mon 24/07/23		
64		97%		Communication Strategy	241 days	Fri 12/06/22	Fri 14/07/23		
65		100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
66		100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
67		100%		Communication Strategy updated following risk assessment workshops, change impact analysis and benefits identification workshop (final workshop with Simon Boddy conducted for 26 June 2023)	84 days	Fri 3/03/23	Wed 28/06/23	66	Fran Hannan
68		75%		Comms Strategy reviewed and approved	12 days	Thu 29/06/23	Fri 14/07/23	67	Adam Anastasi,Amanda Palmer,Denise Morman,Fran Hannan,Michelle Massey
69		0%		Milestone Plans	289 days?	Wed 15/06/22	Mon 24/07/23		
70		0%		Milestone Plan - Class 5 - public consultation on policy package	46 days	Mon 22/05/23	Mon 24/07/23		
71		100%		Develop Milestone Plan - Public consultation on Class 5 policy package (14 August to 10 September 2023)	35 days	Mon 22/05/23	Fri 7/07/23		
72		25%		Review milestone plan	5 days	Mon 10/07/23	Fri 14/07/23	71	
73		0%		Approve milestone plan	5 days	Mon 17/07/23	Fri 21/07/23	72	
74		0%		Execute milestone plan	1 day	Mon 24/07/23	Mon 24/07/23	73	
75		0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
77		50%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	293 days?	Wed 15/06/22	Fri 28/07/23		
78		100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
79		100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	78	Nicky Speers,Tony Hochberg
80		100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	79FF	Nicky Speers
81		100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
82		100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	80	Nicky Speers
83		100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	82	Andreas Marcelja

Part 67 project schedule - v0.16 as at 10 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
84		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
85		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
86		0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July - not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	85	Philippa Crome
87		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
88		100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
89		0%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	42 days	Thu 1/06/23	Fri 28/07/23	88	Shane Traynor,Jugal Modi,Kate Manderson,Mel Wildey,Tony Hochberg
90		0%		Mel to advise of forward Sprint planning	1 day?	Thu 1/06/23	Thu 1/06/23	88	Mel Wildey
91		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
92		0%		Internal training to be confirmed - current TES/TNA contains external training on	1 day?	Wed 15/06/22	Wed 15/06/22		Nathan Sullivan
93		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
94		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
100		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
104		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
107		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
108		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg
110		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson,Tony Hochberg
111		40%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	390 days?	Wed 15/06/22	Tue 12/12/23		
112		94%		Develop "Self-Declared Medical Guidance Materials"	132 days?	Tue 31/01/23	Wed 2/08/23		
113		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
114		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	113	Andreas Marcelja,Pip Spence
115		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	114	Kate Manderson,Michelle Massey,Nathan Sullivan

Part 67 project schedule - v0.16 as at 10 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
116		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	115	Kate Manderson,Michelle Massey,Nathan Sullivan
117		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	116	Prof Cable,Dr Schiemer
118		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	117	Dr Schiemer,Prof Cable
119		0%		Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	118	
120		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	117	Dean Lammiman,Denise Morman,Michelle Massey
121		25%		Tech Writer to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace to ensure public consultation version is ready	16 days	Mon 10/07/23	Mon 31/07/23	120	
122		0%		Circulate the Self-Declared Medical Guidance Materials to TWG for information only	1 day	Tue 1/08/23	Tue 1/08/23	121	
123		0%		Develop explanatory material - explaining where CASA's standard is different from Austroads - to be ready for public consultation	15 days	Mon 10/07/23	Fri 28/07/23	118	Kate Manderson
124		0%		Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
125		0%		Denise to confirm next steps and timeframes for publishing the Self-Declared Medical Guidance Materials (align with training)	1 day?	Wed 2/08/23	Wed 2/08/23	122	
126		33%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	290 days	Mon 26/09/22	Fri 3/11/23		
127		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
128		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
129		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		
130		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	129	
131		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	130	
132		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	131	
133		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	132	
134		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	133FF	
135		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
136		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	135	
137		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	136	
138		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	137	
139		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	138	
140		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	139	
141		100%		Virtual TWG meeting #1 - 25 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
142		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
143		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
144		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
145		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	144	Chace Eldridge
146		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	145	Part 67 TWG members,Chace Eldridge

Part 67 project schedule - v0.16 as at 10 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
147		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	146	Kate Manderson
148		0%		TWG report circulated to ASAP for feedback/approval	5 days	Wed 5/07/23	Tue 11/07/23	147	Chace Eldridge
149		0%		Additional papers prepared by AvMed re: enforcement, audit/oversight, excluded medical conditions, comparisons table. Papers reviewed/updated.	2 days	Wed 5/07/23	Thu 6/07/23	147	
150		0%		TWG report published on CASA website	1 day	Wed 12/07/23	Wed 12/07/23	148	Web team
151		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Wed 12/07/23	Fri 14/07/23	148	Pat Murray
152		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	5 days	Mon 17/07/23	Fri 21/07/23	151	Pip Spence
153		0%		Policy Proposal settled and circulated to internal stakeholders for endorsement and to the SRO for approval and prepare for public consultation	6 days	Mon 24/07/23	Mon 31/07/23	152	Suzanne Petrie
154		6%		Public consultation on policy proposal	115 days	Mon 29/05/23	Fri 3/11/23		
155		10%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	45 days	Mon 29/05/23	Fri 28/07/23		Elizabeth Goosen, Kate Ma
156		0%		Develop associated email notification comms and seek approval	10 days	Mon 17/07/23	Fri 28/07/23		Fran Hannan, Mel Hamilton
157		0%		Set up Consultation Hub survey system	10 days	Mon 17/07/23	Fri 28/07/23		Elizabeth Goosen
158		0%		Public Consultation (draft Policy Proposal) - Monday, 31 July to Sunday, 27 August 2023	20 days	Mon 31/07/23	Fri 25/08/23	155	
159		0%		Public consultation responses analysed	20 days	Mon 7/08/23	Fri 1/09/23		Nous Group
160		0%		Develop Summary of Consultation (SOC)	15 days	Mon 4/09/23	Fri 22/09/23		Nous Group
161		0%		AvMed team review and update SOC to include CASA's responses	5 days	Mon 25/09/23	Fri 29/09/23		Kate Manderson, Nathan S
162		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Mon 2/10/23	Fri 6/10/23		Adam Anastasi, Amanda Pa
163		0%		Policy proposal updated and approved	10 days	Mon 9/10/23	Fri 20/10/23		
164		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	3 days	Mon 9/10/23	Wed 11/10/23		Michelle Massey
165		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	15 days	Thu 12/10/23	Wed 1/11/23		Carlie Brewer
166		0%		SED provides the DAS with the comms pack and SOC	1 day	Thu 2/11/23	Thu 2/11/23		Amanda Palmer
167		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Thu 2/11/23	Thu 2/11/23		Amanda Palmer
168		0%		SOC and responses published to Consultation Hub and comms released	1 day	Fri 3/11/23	Fri 3/11/23		Carlie Brewer, Elizabeth Gc
169		0%		Public consultation and SOC completed	0 days	Fri 3/11/23	Fri 3/11/23		
170		25%		Exemption Instrument for Class 5 Self-Declared Medical Certificate - (TWG review if approach changes post consultation)	232 days	Mon 23/01/23	Tue 12/12/23		
171		73%		Prepare DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 31 July to 27 August 2023)	150 days	Mon 23/01/23	Fri 18/08/23		Suzanne Petrie
172		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	10 days	Mon 21/08/23	Fri 1/09/23	171	Suzanne Petrie
173		0%		SFR for the exemption instrument developed and cleared by CSC Branch Manager	3 days	Mon 4/09/23	Wed 6/09/23	172	Nathan Sullivan, Suzanne Petrie, Michelle Massey
174		0%		SFR approved by EM SED	2 days	Thu 7/09/23	Fri 8/09/23	173	Andreas Marcelja
175		0%		Approved SFR submitted to LIRA	1 day	Mon 11/09/23	Mon 11/09/23	174	Michelle Massey
176		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	30 days	Mon 11/09/23	Fri 20/10/23	175SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, Suzanne Petrie
177		0%		If our approach has changed drastically post consultation, then we should circulate the draft exemption instrument to the TWG (10 days allowed for review/TWG meeting etc)	10 days	Mon 23/10/23	Fri 3/11/23	176	
178		0%		Making the exemption instrument	82 days	Mon 21/08/23	Tue 12/12/23		
179		0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	17 days	Mon 21/08/23	Tue 12/09/23	172SS	Adam Anastasi, Suzanne Petrie
180		0%		Finalise instrument package and complete editorial reviews	45 days	Wed 13/09/23	Tue 14/11/23	179	Adam Anastasi

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
181		0%		Before sign-off by CSC Branch Manager and EM SED, ensure implementation tasks are complete (refer rows 188 to 219) and Gate Review has been scheduled	45 days	Wed 13/09/23	Tue 14/11/23	180SS	
182		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	5 days	Wed 15/11/23	Tue 21/11/23	181	Andreas Marcelja,Adam Anastasi,Michelle Massey
183		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	10 days	Wed 22/11/23	Tue 5/12/23	182	Adam Anastasi,Pip Spence
184		0%		Instrument Made	0 days	Tue 5/12/23	Tue 5/12/23	183	Pip Spence
185		0%		Register on FRLI (within 4 days)	4 days	Wed 6/12/23	Mon 11/12/23	184	Nadia Spesyvy
186		0%		Notify internal stakeholders	1 day	Tue 12/12/23	Tue 12/12/23	185	Mel Hamilton
187		0%		Update project webpage (including publication of plain English info sheet)	1 day	Tue 12/12/23	Tue 12/12/23	185	Carlie Brewer
188		0%		Update subscriber notifications	1 day	Tue 12/12/23	Tue 12/12/23	185	Mel Hamilton
189		0%		Instrument for Class 5 Medical Certificate complete	0 days	Tue 12/12/23	Tue 12/12/23	188	
190		0%		Implementation Tasks	384 days?	Wed 15/06/22	Mon 4/12/23		
191		0%		Pilot questionnaire	351 days	Mon 1/08/22	Mon 4/12/23		
202		0%		MRS enhancements	372 days	Fri 1/07/22	Mon 4/12/23		
213		0%		Temporary Management Instruction (for CSC)	56 days	Fri 16/09/22	Fri 2/12/22		
222		0%		Clinical Practice Guidelines	110 days	Mon 3/07/23	Fri 1/12/23		
233		0%		Assessor Guidance Procedures Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
242		0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
244		0%		Guidance material (excl 'the handbook' produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
246		0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
248		0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
250		0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
252		0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
254		0%		Work Instructions	46 days	Fri 30/09/22	Fri 2/12/22		
265		0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
267		0%		Internal and external delegation instruments	1 day?	Wed 15/06/22	Wed 15/06/22		
269		0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
271		0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
273		0%		Part 67 Plain English Guide / Plain English Info Sheets	385 days?	Wed 15/06/22	Tue 5/12/23		
285		7%		Financial Impacts	53 days	Tue 4/04/23	Thu 15/06/23		
291		91%		Journey Maps (current and future state)	270 days	Mon 4/07/22	Fri 14/07/23		
292		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
293		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
294		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	293	Ben MacLaren,Denise Morman
295		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	294SS	Ben MacLaren,Denise Morman
296		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	294SS	Ben MacLaren
297		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	296	Denise Morman

Part 67 project schedule - v0.16 as at 10 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
298		73%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	91 days	Wed 25/01/23	Wed 31/05/23	297	Ben MacLaren
299		0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	32 days	Thu 1/06/23	Fri 14/07/23	298	Denise Morman
300		0%		Journey maps complete	0 days	Fri 14/07/23	Fri 14/07/23	299	
301		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
308		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 25/03/24	Mon 27/05/24		
319		21%		Change Impact Analysis / Benefits Identification	181 days	Wed 2/11/22	Wed 12/07/23		
320		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
321		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
322		21%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	60 days	Thu 6/04/23	Wed 28/06/23	321	Simon Gojkovic, Ben MacLaren, Simon Boddy
323		0%		Change Impact Tracker approved (and continually monitored and updated by Denise)	10 days	Thu 29/06/23	Wed 12/07/23	322	Denise Morman
324		0%		Change Impact Analysis and Benefits Identification completed	0 days	Wed 12/07/23	Wed 12/07/23	323	
325		78%		Risk Assessment Workshops / Risk Register Developed	137 days	Thu 24/11/22	Fri 2/06/23		
326		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
327		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
328		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
329		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
330		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	329	Mark Roberts
331		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	330	Mark Roberts, Denise Morman
332		75%		Risk Register reviewed and updated (meeting with AvMed team 16 May 2023)	30 days	Mon 17/04/23	Fri 26/05/23	331	Denise Morman
333		0%		Risk Register approved	5 days	Mon 29/05/23	Fri 2/06/23	332	Denise Morman
334		0%		Risk Register developed	0 days	Fri 2/06/23	Fri 2/06/23	333	
335		9%		Establish Steering Committee and Terms of Reference	110 days	Mon 27/02/23	Fri 28/07/23		
336		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO for review and feedback	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
337		100%		SRO feedback received on draft Steering Committee TOR	22 days	Mon 6/03/23	Tue 4/04/23	336	
338		100%		TOR updated based on SRO feedback	22 days	Wed 5/04/23	Thu 4/05/23	337	
339		90%		Steering Committee TOR circulated to proposed members and observers for feedback and agreement	16 days	Fri 5/05/23	Fri 26/05/23	338	
340		0%		Steering Committee TOR updated and signed off	5 days	Mon 29/05/23	Fri 2/06/23	339	Denise Morman, Andreas Marcelja
341		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	40 days	Mon 5/06/23	Fri 28/07/23	340	Denise Morman
342		0%		Steering Committee established and Terms of Reference approved	0 days	Fri 28/07/23	Fri 28/07/23	341	
343		0%		Project Management Plan	81 days	Mon 8/05/23	Mon 28/08/23		
344		0%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	60 days	Mon 8/05/23	Fri 28/07/23		Denise Morman
345		0%		PMP approved by RIB PM and circulated to Steering Committee members for review	10 days	Mon 31/07/23	Fri 11/08/23	344	Paul Hibberd, Steering Committee members
346		0%		PMP reviewed by Steering Committee	5 days	Mon 14/08/23	Fri 18/08/23	345	Steering Committee members
347		0%		PMP reviewed and approved by SRO and A/EM SED	3 days	Mon 21/08/23	Wed 23/08/23	346	Andreas Marcelja
348		0%		PMP reviewed and approved by EM NOS	3 days	Thu 24/08/23	Mon 28/08/23	347	Chris Monahan
349		0%		Project Management Plan approved	0 days	Mon 28/08/23	Mon 28/08/23	348	

Part 67 project schedule - v0.16 as at 10 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
350	0%		Gate Review - are we ready to make Class 5 medical certificate exemption instrument	8 days	Wed 22/11/23	Fri 1/12/23		
351	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	5 days	Wed 22/11/23	Tue 28/11/23	182	Denise Morman
352	0%		Conduct Gate Review and confirm we are ready to make the Class 5 medical certificate exemption instrument	1 day	Wed 29/11/23	Wed 29/11/23	351	Denise Morman,Paul Hibberd
353	0%		Update Gate Review documentation and circulate	2 days	Thu 30/11/23	Fri 1/12/23	352	Denise Morman
354	0%		Gate Review completed	0 days	Fri 1/12/23	Fri 1/12/23	353	
355	0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 25/10/23	Wed 20/11/24		
357	0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
490	0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
497	0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.17 as at 25 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	36%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	51%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	441 days?	Wed 15/06/22	Wed 21/02/24		
63	92%		Communication Strategy and Milestone Plans	314 days?	Wed 15/06/22	Mon 28/08/23		
64	92%		Communication Strategy	271 days	Fri 12/06/22	Fri 25/08/23		
65	100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton,Fran Hannan
66	100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer,Fran Hannan,Kate Manderson,Mel Hamilton,Michelle Massey,Nathan Sullivan,Tony Hochberg
67	100%		Communication Strategy updated following risk assessment workshops and change impact analysis and benefits identification workshop.	84 days	Fri 3/03/23	Wed 28/06/23	66	Fran Hannan
68	75%		Comms Strategy reviewed and updated following TWG meeting on 3 August 2023 and confirmation of public consultation dates and commencement date	37 days	Thu 29/06/23	Fri 18/08/23	67	Adam Anastasi,Amanda Palmer,Denise Morman,Fran Hannan,Michelle Massey
69	0%		Communication strategy approved	5 days	Mon 21/08/23	Fri 25/08/23	68	
70	0%		Milestone Plans	314 days?	Wed 15/06/22	Mon 28/08/23		
71	0%		Milestone Plan - Class 5 - public consultation on policy package	314 days?	Wed 15/06/22	Mon 28/08/23		
72	100%		Develop Milestone Plan - Public consultation on Class 5 policy package	35 days	Mon 22/05/23	Fri 7/07/23		
73	75%		Update milestone plan following TWG meeting on 3 August 2023 and confirmation of public consultation dates and commencement date	30 days	Mon 10/07/23	Fri 18/08/23	72	
74	0%		Review and approve milestone plan	5 days	Mon 21/08/23	Fri 25/08/23	73	
75	0%		Execute milestone plan	1 day	Mon 28/08/23	Mon 28/08/23	74	
76	0%		Fact sheet for GPs - Fran to confirm	1 day?	Wed 15/06/22	Wed 15/06/22		
77	0%		Fact sheet for Pilots - Fran to confirm	1 day?	Wed 15/06/22	Wed 15/06/22		
78	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
80	51%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	309 days?	Wed 15/06/22	Mon 21/08/23		
81	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
82	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	81	Nicky Speers,Tony Hochberg
83	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	82FF	Nicky Speers
84	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
85	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	83	Nicky Speers

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
86		100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	85	Andreas Marcelja
87		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
88		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
89		0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July - not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	88	Philippa Crome
90		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
91		100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
92		15%		Training development team work with Human Aerospace (and Kate/Tony) to produce educational materials	58 days	Thu 1/06/23	Mon 21/08/23	91	Shane Traynor,Jugal Modi,Kate Manderson,Mel Wildey,Tony Hochberg
93		0%		Mel to advise of forward Sprint planning	1 day?	Thu 1/06/23	Thu 1/06/23	91	Mel Wildey
94		0%		Internal Training and Education	1 day?	Wed 15/06/22	Wed 15/06/22		
95		0%		Internal training to be confirmed - current TES/TNA contains external training only	1 day?	Wed 15/06/22	Wed 15/06/22		Nathan Sullivan
96		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
97		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
103		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
107		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
110		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
111		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg
113		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson,Tony Hochberg
114		35%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	441 days?	Wed 15/06/22	Wed 21/02/24		
115		79%		Develop "Self-Declared Medical Guidance Materials"	146 days?	Tue 31/01/23	Tue 22/08/23		
116		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
117		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	116	Andreas Marcelja,Pip Spence
118		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	117	Kate Manderson,Michelle Massey,Nathan Sullivan

Part 67 project schedule - v0.17 as at 25 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
119		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	118	Kate Manderson,Michelle Massey,Nathan Sullivan
120		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	119	Prof Cable,Dr Schiemer
121		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	120	Dr Schiemer,Prof Cable
122		0%		Contract milestone - comprehensive literature review to identify relevant evidence-based materials that may inform the approach to the development of medical standards	5 days	Mon 10/07/23	Fri 14/07/23	121	
123		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	120	Dean Lammiman,Denise Morman,Michelle Massey
124		50%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace to ensure public consultation version is ready	30 days	Mon 10/07/23	Fri 18/08/23	123	Dean Lammiman,Kate Manderson,Tony Hochberg
125		0%		Circulate the "Guidelines - Medical Assessment For Aviation" to TWG for information only	1 day	Mon 21/08/23	Mon 21/08/23	124	
126		0%		Develop explanatory material - explaining where CASA's standard is different from Austroads - to be ready for public consultation	30 days	Mon 10/07/23	Fri 18/08/23	121	Kate Manderson
127		0%		Human Aerospace contract ends 31 July 2023 (with the option of one 12 month extension)	0 days	Mon 31/07/23	Mon 31/07/23		
128		0%		Denise to confirm next steps and timeframes for publishing the "Guidelines - Medical Assessment For Aviation" (align with training)	1 day?	Tue 22/08/23	Tue 22/08/23	125	
129		28%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	319 days	Mon 26/09/22	Thu 14/12/23		
130		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
131		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
132		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		
133		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	132	
134		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	133	
135		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	134	
136		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	135	
137		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	136FF	
138		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
139		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	138	
140		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	139	
141		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	140	
142		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	141	
143		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	142	
144		100%		Virtual TWG meeting #1 - 25 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
145		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
146		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
147		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
148		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	147	Chace Eldridge
149		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	148	Part 67 TWG members,Chace Eldridge

Part 67 project schedule - v0.17 as at 25 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
150		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	149	Kate Manderson
151		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	150	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
152		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		
153		75%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	152	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
154		0%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	153	Chace Eldridge,Matt Di Toro
155		0%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		
156		0%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	155	
157		0%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	156	
158		0%		CASA PMO to review TWG report and provide final comments	2 days	Wed 16/08/23	Thu 17/08/23	157	
159		0%		TWG report circulated to ASAP for feedback/approval	5 days	Fri 18/08/23	Thu 24/08/23	158	
160		0%		TWG report published on CASA website	1 day	Fri 25/08/23	Fri 25/08/23	159	Web team
161		0%		ASAP Chair formulates advice and provides to the DAS for consideration	3 days	Fri 25/08/23	Tue 29/08/23	159	Pat Murray
162		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	4 days	Wed 30/08/23	Mon 4/09/23	161	Pip Spence
163		0%		Policy Proposal settled and circulated to internal stakeholders for endorsement and to the SRO for approval and prepare for public consultation	5 days	Tue 5/09/23	Mon 11/09/23	162	Suzanne Petrie
164		0%		NOTE - ICAO focused audit 12-19 September 2023	6 days	Tue 12/09/23	Tue 19/09/23		
165		4%		Public consultation on policy proposal (to commence after ICAO focussed audit)	144 days	Mon 29/05/23	Thu 14/12/23		
166		5%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	85 days	Mon 29/05/23	Fri 22/09/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
167		0%		Develop associated email notification comms and seek approval	10 days	Mon 11/09/23	Fri 22/09/23		Fran Hannan,Mel Hamilton
168		0%		Set up Consultation Hub survey system	10 days	Mon 11/09/23	Fri 22/09/23		Elizabeth Goosen
169		0%		Public Consultation (draft Policy Proposal plus attachments, draft guidance materials) - Monday, 25 September to Sunday, 22 October 2023	20 days	Mon 25/09/23	Fri 20/10/23	166	
170		0%		Public consultation responses analysed	20 days	Mon 2/10/23	Fri 27/10/23	169SS+5 day	Callida
171		0%		Develop Summary of Consultation (SOC)	10 days	Mon 30/10/23	Fri 10/11/23	170	Callida
172		0%		AvMed team review and update SOC to include CASA's responses	3 days	Mon 13/11/23	Wed 15/11/23	171	Kate Manderson,Nathan Sullivan,Tony Hochberg
173		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Thu 16/11/23	Wed 22/11/23	172	Adam Anastasi,Amanda Palmer
174		0%		Policy proposal updated and approved	10 days	Thu 16/11/23	Wed 29/11/23	173SS	
175		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Thu 23/11/23	Fri 24/11/23	173	Michelle Massey
176		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Mon 27/11/23	Fri 8/12/23	175	Carlie Brewer
177		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 11/12/23	Mon 11/12/23	176	Amanda Palmer
178		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Mon 11/12/23	Mon 11/12/23	176	Amanda Palmer

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
179		0%		SOC and responses published to Consultation Hub and comms released	3 days	Tue 12/12/23	Thu 14/12/23	178	Carlie Brewer, Elizabeth Goosen, Fran Hannan, Mel Hamilton
180		0%		Public consultation and SOC completed	0 days	Thu 14/12/23	Thu 14/12/23	179	
181		19%		Exemption Instrument for Class 5 Self-Declared Medical Certificate - (TWG review if approach changes post consultation)	283 days	Mon 23/01/23	Wed 21/02/24		
182		54%		Prepare DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 25 September to 22 October 2023)	200 days	Mon 13/01/23	Fri 27/10/23		Suzanne Petrie
183		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	10 days	Mon 30/10/23	Fri 10/11/23	182	Suzanne Petrie
184		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	3 days	Mon 13/11/23	Wed 15/11/23	183	Nathan Sullivan, Suzanne Petrie, Michelle Massey
185		0%		SFR approved by EM SED	2 days	Thu 16/11/23	Fri 17/11/23	184	Andreas Marcelja
186		0%		Approved SFR submitted to LIRA	1 day	Mon 20/11/23	Mon 20/11/23	185	Michelle Massey
187		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	25 days	Mon 20/11/23	Fri 22/12/23	186SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, Suzanne Petrie
188		0%		Xmas break	15 days	Mon 25/12/23	Fri 12/01/24	187	
189		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	10 days	Mon 15/01/24	Fri 26/01/24	188	
190		0%		Making the exemption instrument	158 days	Mon 17/07/23	Wed 21/02/24		
191		0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	20 days	Mon 30/10/23	Fri 24/11/23	183SS	Adam Anastasi, Suzanne Petrie
192		0%		Finalise instrument package and complete editorial reviews	20 days	Mon 27/11/23	Fri 22/12/23	191	Adam Anastasi
193		0%		Xmas break	15 days	Mon 25/12/23	Fri 12/01/24	192	
194		0%		Finalise instrument package and complete editorial reviews	15 days	Mon 15/01/24	Fri 2/02/24	193	
195		0%		Before sign-off by CSC Branch Manager and EM SED, ensure implementation tasks are complete and Gate Review has been scheduled	150 days	Mon 17/07/23	Fri 9/02/24	206SS	Denise Morman
196		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	3 days	Mon 5/02/24	Wed 7/02/24	194	Andreas Marcelja, Adam Anastasi, Michelle Massey
197		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Thu 8/02/24	Wed 14/02/24	196	Adam Anastasi, Pip Spence
198		0%		Instrument Made	0 days	Wed 14/02/24	Wed 14/02/24	197	Pip Spence
199		0%		Register on FRLI (within 4 days)	4 days	Thu 15/02/24	Tue 20/02/24	198	Nadia Spesyvy
200		0%		Notify internal stakeholders	1 day	Wed 21/02/24	Wed 21/02/24	199	Mel Hamilton
201		0%		Update project webpage (including publication of plain English info sheet)	1 day	Wed 21/02/24	Wed 21/02/24	199	Carlie Brewer
202		0%		Update subscriber notifications	1 day	Wed 21/02/24	Wed 21/02/24	199	Mel Hamilton
203		0%		Instrument for Class 5 Medical Certificate complete	0 days	Wed 21/02/24	Wed 21/02/24	202	
204		44%		Implementation Tasks	436 days?	Wed 15/06/22	Wed 14/02/24		
205		0%		Online pilot questionnaire	153 days	Mon 17/07/23	Wed 14/02/24		
206		0%		Identify questions	20 days	Mon 17/07/23	Fri 11/08/23		
207		0%		AvMed review questions and confirm/approve	10 days	Mon 14/08/23	Fri 25/08/23	206	
208		0%		Develop questionnaire	10 days	Mon 28/08/23	Fri 8/09/23	207	

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
209	0%		Consider feedback from public consultation and update questionnaire if needed	15 days	Mon 11/09/23	Fri 29/09/23	208	
210	0%		Build questionnaire in MRS	20 days	Mon 2/10/23	Fri 27/10/23	209	
211	0%		Test	10 days	Mon 30/10/23	Fri 10/11/23	210	
212	0%		Enhance	5 days	Mon 13/11/23	Fri 17/11/23	211	
213	0%		Re-test	10 days	Mon 20/11/23	Fri 1/12/23	212	
214	0%		Approve	5 days	Mon 4/12/23	Fri 8/12/23	213	
215	0%		Go Live	1 day	Wed 14/02/24	Wed 14/02/24	214	
216	0%		Pilot questionnaire complete	0 days	Wed 14/02/24	Wed 14/02/24	215	
217	0%		Prototyping - myCASAportal and MRS	1 day?	Wed 15/06/22	Wed 15/06/22		
218	0%		Ben Maclaren and Raj to confirm tasks and timeframes	1 day?	Wed 15/06/22	Wed 15/06/22		
219	0%		MRS enhancements	128 days	Mon 21/08/23	Wed 14/02/24		
220	0%		Develop business requirements document	30 days	Mon 21/08/23	Fri 29/09/23		
221	0%		CSC and ITB rework business requirements document until settled	20 days	Mon 2/10/23	Fri 27/10/23	220	
222	0%		Business requirements approved	5 days	Mon 30/10/23	Fri 3/11/23	221	
223	0%		Build (include pilot questionnaire) and feedback from prototyping exercise	35 days	Mon 6/11/23	Fri 22/12/23	222	
224	0%		Xmas break	15 days	Mon 25/12/23	Fri 12/01/24	223	
225	0%		Test	10 days	Mon 15/01/24	Fri 26/01/24	224	
226	0%		Enhance	3 days	Mon 29/01/24	Wed 31/01/24	225	
227	0%		Re-test	3 days	Thu 1/02/24	Mon 5/02/24	226	
228	0%		Approve	5 days	Tue 6/02/24	Mon 12/02/24	227	
229	0%		Go live	1 day	Wed 14/02/24	Wed 14/02/24	228	
230	0%		MRS enhancements complete	0 days	Wed 14/02/24	Wed 14/02/24	229	
231	0%		Temporary Management Instruction (for CSC)	73 days	Mon 6/11/23	Wed 14/02/24		
232	0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	20 days	Mon 6/11/23	Fri 1/12/23	222	
233	0%		TMI reviewed by CSC staff	5 days	Mon 4/12/23	Fri 8/12/23	232	
234	0%		TMI approved	5 days	Mon 11/12/23	Fri 15/12/23	233	
235	0%		Xmas break	20 days	Mon 18/12/23	Fri 12/01/24	234	
236	0%		TMI to form part of internal training	5 days	Mon 15/01/24	Fri 19/01/24	235	
237	0%		TMI goes through QCP process	15 days	Mon 22/01/24	Fri 9/02/24	236	
238	0%		TMI published in Document Catalogue	2 days	Mon 12/02/24	Tue 13/02/24	237	
239	0%		Staff advised	1 day	Wed 14/02/24	Wed 14/02/24	238	
240	0%		Temporary Management Instruction complete	0 days	Wed 14/02/24	Wed 14/02/24	239	
241	0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
242	0%		Consideration of the current formatting and style of the CPGs overall	25 days	Mon 4/09/23	Fri 6/10/23		Ceri Bartlett
243	0%		AvMed review	10 days	Mon 9/10/23	Fri 20/10/23	242	
244	0%		Update	5 days	Mon 23/10/23	Fri 27/10/23	243	
245	0%		Review	5 days	Mon 30/10/23	Fri 3/11/23	244	
246	0%		Approve	5 days	Mon 6/11/23	Fri 10/11/23	245	
247	0%		CPGs go through QCP process	15 days	Mon 13/11/23	Fri 1/12/23	246	
248	0%		CPGs published in Document Catalogue	5 days	Mon 4/12/23	Fri 8/12/23	247	
249	0%		CPGs published on CASA website	5 days	Mon 4/12/23	Fri 8/12/23	247	
250	0%		Clinical Practice Guidelines complete	0 days	Fri 8/12/23	Fri 8/12/23	249	
251	0%		Assessor Guidance Procedures Manual	434 days	Wed 15/06/22	Mon 12/02/24		
252	0%		Identify amendments	15 days	Mon 6/11/23	Fri 24/11/23	232SS	
253	0%		SME review	5 days	Mon 27/11/23	Fri 1/12/23	252	
254	0%		Update following SME review	5 days	Mon 4/12/23	Fri 8/12/23	253	
255	0%		Approval	5 days	Mon 11/12/23	Fri 15/12/23	254	
256	0%		Xmas break	20 days	Mon 18/12/23	Fri 12/01/24	255	
257	0%		QCP process	15 days	Mon 15/01/24	Fri 2/02/24	256	


















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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
258	0%		Assessor Guidance Procedures Manual published in Document Catalogue - Denise to check - its not in there now.	5 days	Mon 5/02/24	Fri 9/02/24	257	
259	0%		Staff advised	1 day	Mon 12/02/24	Mon 12/02/24	258	
260	0%		Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
261	0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
262	0%		Tim B, Nathan, Kate, Tony to advise	1 day?	Wed 15/06/22	Wed 15/06/22		
263	0%		Guidance material (excl 'the handbook' produced by Human Aerospace)	1 day?	Wed 15/06/22	Wed 15/06/22		
264	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
265	0%		Forms	1 day?	Wed 15/06/22	Wed 15/06/22		
266	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
267	0%		Checklists	1 day?	Wed 15/06/22	Wed 15/06/22		
268	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
269	0%		Processes	1 day?	Wed 15/06/22	Wed 15/06/22		
270	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
271	0%		Procedures	1 day?	Wed 15/06/22	Wed 15/06/22		
272	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
273	0%		Work Instructions	63 days	Mon 20/11/23	Wed 14/02/24		
274	0%		Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Last review date March 2022	63 days	Mon 20/11/23	Wed 14/02/24		
275	0%		Identify amendments	10 days	Mon 20/11/23	Fri 1/12/23	232SS+10 da	
276	0%		SME review	5 days	Mon 4/12/23	Fri 8/12/23	275	
277	0%		Update following SME review	1 day	Mon 11/12/23	Mon 11/12/23	276	
278	0%		Approval	3 days	Tue 12/12/23	Thu 14/12/23	277	
279	0%		Work Instruction to form part of internal training	5 days	Mon 15/01/24	Fri 19/01/24	236SS	
280	0%		QCP process	15 days	Mon 22/01/24	Fri 9/02/24	279	
281	0%		Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	2 days	Mon 12/02/24	Tue 13/02/24	280	
282	0%		Staff advised	1 day	Wed 14/02/24	Wed 14/02/24	281	
283	0%		Aviation Medicine Assessor Role Work Instruction complete	0 days	Wed 14/02/24	Wed 14/02/24	282	
284	0%		MRS User Manual	1 day?	Wed 15/06/22	Wed 15/06/22		
285	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
286	100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
289	0%		EAP Support	1 day?	Wed 15/06/22	Wed 15/06/22		
290	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
291	0%		Power BI reporting	1 day?	Wed 15/06/22	Wed 15/06/22		
292	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
293	0%		Part 67 Plain English Guide / Plain English Info Sheets	435 days?	Wed 15/06/22	Tue 13/02/24		
305	100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
311	85%		Journey Maps (current and future state)	372 days	Mon 4/07/22	Tue 5/12/23		
312	100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
313	100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon MacLaren, Kate Manderson, Tony Hochberg
314	100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	313	Ben MacLaren, Denise Morman

Part 67 project schedule - v0.17 as at 25 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
315		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	314SS	Ben MacLaren,Denise Morman
316		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	314SS	Ben MacLaren
317		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	316	Denise Morman
318		75%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	155 days	Wed 25/01/23	Tue 29/08/23	317	Ben MacLaren
319		0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	70 days	Wed 30/08/23	Tue 5/12/23	318	Ben MacLaren
320		0%		Journey maps complete	0 days	Tue 5/12/23	Tue 5/12/23	319	
321		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
328		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
339		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
340		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
341		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
342		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	341	Simon Gojkovic,Ben MacLaren,Simon Boddy
343		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	342	Denise Morman
344		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	343	
345		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
346		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
347		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
348		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
349		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
350		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	349	Mark Roberts
351		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	350	Mark Roberts,Denise Morman
352		100%		Risk Register reviewed with AvMed team	1 day	Tue 16/05/23	Tue 16/05/23	351	Denise Morman
353		0%		Risk Register updated and approved	70 days	Wed 17/05/23	Tue 22/08/23	352	Denise Morman
354		21%		Establish Steering Committee and Terms of Reference	133 days	Mon 27/02/23	Wed 30/08/23		
355		100%		Draft Steering Committee Terms of Reference (TOR), reviewed by CSC Branch Manager and circulated to SRO for review and feedback	5 days	Mon 27/02/23	Fri 3/03/23		Denise Morman
356		100%		SRO feedback received on draft Steering Committee TOR	22 days	Mon 6/03/23	Tue 4/04/23	355	
357		100%		TOR updated based on SRO feedback	22 days	Wed 5/04/23	Thu 4/05/23	356	
358		100%		Steering Committee TOR circulated to proposed members and observers for feedback and agreement	30 days	Fri 5/05/23	Thu 15/06/23	357	
359		100%		Steering Committee TOR updated and signed off	4 days	Fri 16/06/23	Wed 21/06/23	358	Denise Morman,Andreas Marcelja
360		0%		First Steering Committee meeting scheduled (members expected to meet every 6 weeks)	50 days	Thu 22/06/23	Wed 30/08/23	359	Denise Morman
361		0%		Steering Committee established and Terms of Reference approved	0 days	Wed 30/08/23	Wed 30/08/23	360	
362		4%		Project Management Plan	101 days	Mon 8/05/23	Mon 25/09/23		
363		5%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	80 days	Mon 8/05/23	Fri 25/08/23		Denise Morman
364		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	10 days	Mon 28/08/23	Fri 8/09/23	363	Paul Hibberd,Steering Committee members

Part 67 project schedule - v0.17 as at 25 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
365		0%		PMP reviewed by Steering Committee	5 days	Mon 11/09/23	Fri 15/09/23	364	Steering Committee members
366		0%		PMP reviewed and approved by SRO/EM SED	3 days	Mon 18/09/23	Wed 20/09/23	365	Andreas Marcelja
367		0%		PMP reviewed and approved by EM NOS	3 days	Thu 21/09/23	Mon 25/09/23	366	Chris Monahan
368		0%		Project Management Plan approved	0 days	Mon 25/09/23	Mon 25/09/23	367	
369		0%		Gate Review - are we ready to make Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
370		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	196	Denise Morman
371		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	370	Denise Morman,Paul Hibberd
372		0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	371	Denise Morman
373		0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	372	
374		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
376		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
509		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
516		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.18 as at 31 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	46%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	65%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	451 days?	Wed 15/06/22	Wed 6/03/24		
63	99%		Communication Strategy and Milestone Plans	328 days?	Wed 15/06/22	Fri 15/09/23		
64	100%		Communication Strategy	285 days	Fri 12/06/22	Thu 14/09/23		
65	100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton, Fran Hannan
66	100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer, Fran Hannan, Kate Manderson, Mel Hamilton, Michelle Massey, Nathan Sullivan, Tony Hochberg
67	100%		Communication Strategy updated following risk assessment workshops and change impact analysis and benefits identification workshop.	84 days	Fri 3/03/23	Wed 28/06/23	66	Fran Hannan
68	100%		Comms Strategy updated to reflect current policy, terminology, public consultation dates and commencement date	51 days	Thu 29/06/23	Thu 7/09/23	67	Adam Anastasi, Amanda Palmer, Denise Morman, Fran Hannan, Michelle Massey
69	0%		Communication strategy approved	5 days	Fri 8/09/23	Thu 14/09/23	68	
70	99%		Milestone Plans	328 days?	Wed 15/06/22	Fri 15/09/23		
71	99%		Milestone Plan - Class 5 - public consultation on policy package	85 days	Mon 22/05/23	Fri 15/09/23		
72	100%		Develop Milestone Plan - Public consultation on Class 5 policy package	35 days	Mon 22/05/23	Fri 7/07/23		Fran Hannan
73	100%		Update milestone plan following TWG meeting on 3 August 2023 and confirmation of policy, terminology, public consultation dates and commencement date	44 days	Mon 10/07/23	Thu 7/09/23	72	Fran Hannan
74	0%		Review and approve milestone plan	5 days	Fri 8/09/23	Thu 14/09/23	73	
75	0%		Execute milestone plan	1 day	Fri 15/09/23	Fri 15/09/23	74	Fran Hannan
76	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
78	58%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	384 days?	Wed 15/06/22	Mon 4/12/23		
79	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee, Kate Manderson, Tony Hochberg, Denise Morman
80	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	79	Nicky Speers, Tony Hochberg
81	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	80FF	Nicky Speers
82	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers, Kate Manderson, Tony Hochberg, Denise Morman
83	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	81	Nicky Speers
84	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	83	Andreas Marcelja

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
85		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
86		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
87		0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 2/05/23	Tue 9/05/23	86	Philippa Crome
88		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
89		100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
90		0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	89	
91		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson,Mel Wildey
92		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	91SS+1 day	Kate Manderson,Prof Cab
93		75%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	92	Mel Wildey,Prof Cab,Kate Manderson
94		0%		Develop eLearning module	30 days	Tue 26/09/23	Mon 6/11/23		Mel Wildey
95		0%		UAT (check if we have time for the TWG to review/test)	10 days	Tue 7/11/23	Mon 20/11/23		Mel Wildey
96		0%		Course Finalisation	10 days	Tue 21/11/23	Mon 4/12/23	95	Mel Wildey
97		0%		External mandatory eLearning module complete	0 days	Mon 4/12/23	Mon 4/12/23	96	
98		0%		Internal Training and Education	213 days?	Wed 15/06/22	Fri 7/04/23		
99		0%		Kelsey will provide OJT to CSC staff (including TMI, update of manual, updated Work Instructions, details of audit process)	1 day?	Wed 15/06/22	Wed 15/06/22		Kelsey Kadam
100		0%		Kelsey will provide OJT to FCL staff (including if issuing a RPL to someone on a Class 5 - where to check)	1 day?	Wed 15/06/22	Wed 15/06/22		Kelsey Kadam
101		0%		"Introduction to Aviation Medicine" eLearning module to be updated in early 2024 - requires screen shots, details of Class 5, voiceover from Ange Pearman and Training Branch to include in sprint planning	30 days	Mon 27/02/23	Fri 7/04/23		Ange Pearman,Mel Wildey,Nathan Sullivan
102		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
103		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
109		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
113		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
116		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
117		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
119		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson, Tony Hochberg
120		100%		DAME training, NZ	5 days	Mon 4/09/23	Fri 8/09/23		Tony Hochberg
121		63%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	479 days?	Wed 15/06/22	Mon 15/04/24		
122		75%		Develop "Guidelines - Medical Assessment for Aviation"	229 days	Tue 31/01/23	Fri 15/12/23		
123		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
124		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	123	Andreas Marcelja, Pip Spence
125		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	124	Kate Manderson, Michelle Massey, Nathan Sullivan
126		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	25 days	Tue 21/02/23	Tue 28/03/23	125	Kate Manderson, Michelle Massey, Nathan Sullivan
127		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	126	Prof Cable, Dr Schiemer
128		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	127	Dr Schiemer, Prof Cable
129		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	127	Dean Lammiman, Denise Morman, Michelle Massey
130		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	129	Dean Lammiman, Kate Manderson, Tony Hochberg
131		0%		Tony Hochberg to conduct a review	3 days	Thu 31/08/23	Mon 4/09/23	130	Tony Hochberg
132		0%		Kate Manderson to conduct a review	4 days	Tue 5/09/23	Fri 8/09/23	131	Kate Manderson
133		0%		Human Aerospace to conduct a review	2 days	Mon 11/09/23	Tue 12/09/23	132	Prof Cable
134		0%		Final review by Kate/Tony	2 days	Wed 13/09/23	Thu 14/09/23	133	Kate Manderson, Tony Hochberg
135		0%		Nathan Sullivan conduct final review	1 day	Fri 15/09/23	Fri 15/09/23	134	Nathan Sullivan
136		0%		QCP team for quality check	3 days	Mon 18/09/23	Wed 20/09/23	135	Carlie Brewer, Maryanne Ashton-Sporne
137		0%		Nathan Sullivan to endorse	1 day	Thu 21/09/23	Thu 21/09/23	136	Nathan Sullivan
138		0%		Michelle Massey to approve	1 day	Fri 22/09/23	Fri 22/09/23	137	Michelle Massey
139		0%		QCP release	1 day	Mon 25/09/23	Mon 25/09/23	138	Dean Lammiman
140		0%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Mon 25/09/23	Mon 25/09/23	138	Carlie Brewer, Elizabeth Goosen
141		0%		Circulate to the TWG for info (together the TWG version of the policy proposal)	1 day	Mon 25/09/23	Mon 25/09/23	138	Kate Manderson

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
142		0%		Update (if required) following public consultation	20 days	Tue 31/10/23	Mon 27/11/23	187	Kate Manderson, Prof Cable
143		0%		Finalise, approve, publish to Doc Catalogue, Horace, website, etc.	14 days	Tue 28/11/23	Fri 15/12/23	142	Denise Morman, Michelle Massey
144		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Fri 15/12/23	Fri 15/12/23	143	
145		74%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	360 days	Mon 16/09/22	Fri 9/02/24		
146		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd, Denise Morman
147		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
148		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
149		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	148	Kate Manderson
150		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	149	Nathan Sullivan, Tony Hochberg
151		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	150	
152		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	151	Suzanne Petrie
153		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	152FF	Suzanne Petrie
154		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
155		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	154	Suzanne Petrie
156		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	155	Chris Monahan, Paul Hibberd
157		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	156	Andreas Marcelja
158		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	157	Andreas Marcelja
159		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	158	Chace Eldridge
160		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
161		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
162		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
163		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
164		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	163	Chace Eldridge
165		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	164	Part 67 TWG members, Chace Eldridge
166		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	165	Kate Manderson
167		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	166	Denise Morman, Michelle Massey, Nathan Sullivan, Peter Marsh, Matt Di Toro
168		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
169		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	168	Kate Manderson, Matt Di Toro, Suzanne Petrie, Tony Hochberg
170		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	169	Chace Eldridge, Matt Di Toro

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
171		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
172		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	171	Chace Eldridge
173		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	172	Chace Eldridge,Part 67 TWG members
174		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	173	Kate Manderson
175		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	174	Chace Eldridge
176		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	175	Pat Murray
177		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	176	Web team
178		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	176FF	Pat Murray
179		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	10 days	Tue 5/09/23	Mon 18/09/23	178	Pip Spence
180		0%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	5 days	Tue 19/09/23	Mon 25/09/23	179	Suzanne Petrie
181		0%		Circulate the draft "Guidelines - Medical Assessment For Aviation" to TWG for information only	1 day	Mon 25/09/23	Mon 25/09/23	180FF	Chace Eldridge
182		0%		NOTE - ICAO focused audit 12-19 September 2023	6 days	Tue 12/09/23	Tue 19/09/23		
183		65%		Public consultation on policy proposal	185 days	Mon 29/05/23	Fri 9/02/24		
184		80%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	90 days	Mon 29/05/23	Fri 29/09/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
185		80%		Develop associated email notification comms and seek approval	10 days	Mon 18/09/23	Fri 29/09/23	184FF	Fran Hannan,Mel Hamilton
186		0%		Set up Consultation Hub survey system	10 days	Mon 18/09/23	Fri 29/09/23	184FF	Elizabeth Goosen
187		0%		Public Consultation (draft Policy Proposal Document, draft Guidelines, medical certificate comparisons table) - Tuesday, 3 October to COB Monday, 30 October 2023	20 days	Tue 3/10/23	Mon 30/10/23	184	
188		0%		Public consultation responses analysed	34 days	Tue 10/10/23	Fri 24/11/23	187SS+5 day	Callida
189		0%		Develop Summary of Consultation (SOC)	20 days	Mon 27/11/23	Fri 22/12/23	188	Callida
190		0%		Xmas break	10 days	Mon 25/12/23	Fri 5/01/24	189	
191		0%		AvMed team review and update SOC to include CASA's responses	5 days	Mon 8/01/24	Fri 12/01/24	190	Kate Manderson,Nathan Sullivan,Tony Hochberg
192		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Mon 15/01/24	Fri 19/01/24	191	Adam Anastasi,Amanda Palmer,Fran Hannan,Mel Hamilton,Paul Hibberd,Tony Stanton,Scott Watson
193		0%		Policy proposal updated and approved	5 days	Mon 22/01/24	Fri 26/01/24	192	
194		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Mon 22/01/24	Tue 23/01/24	192	Michelle Massey

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
195		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Wed 24/01/24	Tue 6/02/24	194	Carlie Brewer
196		0%		SED provides the DAS with the comms pack and SOC	1 day	Wed 7/02/24	Wed 7/02/24	195	Amanda Palmer
197		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Wed 7/02/24	Wed 7/02/24	195	Amanda Palmer
198		0%		SOC and responses published to Consultation Hub and comms released	2 days	Thu 8/02/24	Fri 9/02/24	197	Carlie Brewer, Elizabeth Goosen, Fran Hannan, Mel Hamilton
199		0%		Public consultation and SOC completed	0 days	Fri 3/02/24	Fri 9/02/24	198	
200		27%		Exemption Instrument for Class 5 Medical Self-Declaration Certification - (TWG review if approach changes post consultation) - (LIRA requires 6 weeks from DIs to package finalisation)	240 days	Mon 23/01/23	Fri 22/12/23		
201		57%		Update DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 3 to 30 October 2023)	190 days	Mon 23/01/23	Fri 13/10/23		Suzanne Petrie
202		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	5 days	Mon 16/10/23	Fri 20/10/23	201	Suzanne Petrie
203		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	2 days	Mon 23/10/23	Tue 24/10/23	202	Nathan Sullivan, Suzanne Petrie, Michelle Massey
204		0%		SFR approved by EM SED	1 day	Wed 25/10/23	Wed 25/10/23	203	Andreas Marcelja
205		0%		Approved SFR submitted to LIRA	1 day	Thu 26/10/23	Thu 26/10/23	204	Michelle Massey
206		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	25 days	Thu 26/10/23	Wed 29/11/23	205SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, Suzanne Petrie
207		0%		Making the exemption instrument	50 days	Mon 16/10/23	Fri 22/12/23		
208		0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	15 days	Mon 16/10/23	Fri 3/11/23	202SS	Adam Anastasi, Suzanne Petrie
209		0%		Finalise instrument package and complete editorial reviews	25 days	Mon 6/11/23	Fri 8/12/23	208	Adam Anastasi
210		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	2 days	Mon 11/12/23	Tue 12/12/23	209	Andreas Marcelja, Adam Anastasi, Michelle Massey
211		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	3 days	Wed 13/12/23	Fri 15/12/23	210	Adam Anastasi, Pip Spence
212		0%		Instrument Made	0 days	Fri 15/12/23	Fri 15/12/23	211	Pip Spence
213		0%		Register on FRLI (within 4 days)	4 days	Mon 18/12/23	Thu 21/12/23	212	Nadia Spesyvy
214		0%		Notify internal stakeholders	1 day	Fri 22/12/23	Fri 22/12/23	213	Mel Hamilton
215		0%		Update project webpage	1 day	Fri 22/12/23	Fri 22/12/23	213	Carlie Brewer
216		0%		Update subscriber notifications	1 day	Fri 22/12/23	Fri 22/12/23	213	Mel Hamilton
217		0%		Instrument for Class 5 Medical Certificate complete	0 days	Fri 22/12/23	Fri 22/12/23	216	
218		42%		Implementation Tasks	479 days?	Wed 15/06/22	Mon 15/04/24		
219		0%		Prototyping/Blueprinting - myCASAportal, MRS, EAP, AviationWorx - on hold, awaiting finalisation of system requirements	40 days	Mon 11/09/23	Fri 3/11/23		
228		0%		System changes - myCASAportal, MRS, EAP, AviationWorx	112 days	Wed 13/09/23	Thu 15/02/24		

































Part 67 project schedule - v0.18 as at 31 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
229	0%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
230	0%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	229	
231	0%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	230	
232	0%		Build the system changes utilising feedback from prototyping/blueprinting exercise	40 days	Mon 23/10/23	Fri 15/12/23	231	
233	0%		Test	10 days	Mon 8/01/24	Fri 19/01/24		
234	0%		Enhance	5 days	Mon 22/01/24	Fri 26/01/24	233	
235	0%		Re-test	5 days	Mon 19/01/24	Fri 2/02/24	234	
236	0%		Approve	5 days	Mon 5/02/24	Fri 9/02/24	235	
237	0%		Contingency	3 days	Mon 12/02/24	Wed 14/02/24	236	
238	0%		Go live - 15 February 2024	1 day	Thu 15/02/24	Thu 15/02/24	237	
239	0%		Temporary Management Instruction (for CSC)	26 days	Mon 8/01/24	Mon 12/02/24		
240	0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	5 days	Mon 8/01/24	Fri 12/01/24	233SS	
241	0%		TMI reviewed by CSC staff	5 days	Mon 15/01/24	Fri 19/01/24	240	
242	0%		TMI approved	3 days	Mon 22/01/24	Wed 24/01/24	241	
243	0%		TMI goes through QCP process	10 days	Thu 25/01/24	Wed 7/02/24	242	
244	0%		TMI published in Document Catalogue	2 days	Thu 8/02/24	Fri 9/02/24	243	
245	0%		Staff advised	1 day	Mon 12/02/24	Mon 12/02/24	244	
246	0%		Temporary Management Instruction complete	0 days	Mon 12/02/24	Mon 12/02/24	245	
247	0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
257	0%		Assessor Guidance Procedures Manual	479 days	Wed 15/06/22	Mon 15/04/24		
258	0%		Identify amendments	15 days	Mon 8/01/24	Fri 26/01/24	240SS	
259	0%		SME review	5 days	Mon 29/01/24	Fri 2/02/24	258	
260	0%		Update following SME review	5 days	Mon 5/02/24	Fri 9/02/24	259	
261	0%		Approval	5 days	Mon 12/02/24	Fri 16/02/24	260	
262	0%		Xmas break	20 days	Mon 19/02/24	Fri 15/03/24	261	
263	0%		QCP process	15 days	Mon 18/03/24	Fri 5/04/24	262	
264	0%		Assessor Guidance Procedures Manual published in Document Catalogue - Denise to check - its not in there now.	5 days	Mon 8/04/24	Fri 12/04/24	263	
265	0%		Staff advised	1 day	Mon 15/04/24	Mon 15/04/24	264	
266	0%		Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
267	0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
268	0%		Tim B, Nathan, Kate, Tony to advise	1 day?	Wed 15/06/22	Wed 15/06/22		
269	0%		Document the audit process - Kelsey to help document auditing against false declarations etc	1 day?	Wed 15/06/22	Wed 15/06/22		
270	0%		Document Trees	1 day?	Wed 15/06/22	Wed 15/06/22		
271	0%		Identify which document trees need to be updated	1 day?	Wed 15/06/22	Wed 15/06/22		
272	0%		Update document trees within the various artefacts	1 day?	Wed 15/06/22	Wed 15/06/22		
273	0%		Kelsey to advise which artefacts need to be updated	1 day?	Wed 15/06/22	Wed 15/06/22		
274	0%		Work Instructions	437 days?	Wed 15/06/22	Thu 15/02/24		
275	0%		Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Last review date March 2022	437 days?	Wed 15/06/22	Thu 15/02/24		
276	0%		Identify amendments	10 days	Mon 22/01/24	Fri 2/02/24	240SS+10 da	
277	0%		SME review	5 days	Mon 5/02/24	Fri 9/02/24	276	
278	0%		Update following SME review	1 day	Mon 12/02/24	Mon 12/02/24	277	
279	0%		Approval	3 days	Tue 13/02/24	Thu 15/02/24	278	
280	0%		Work Instruction to form part of internal training	5 days	Wed 15/06/22	Tue 21/06/22		
281	0%		QCP process	15 days	Wed 22/06/22	Tue 12/07/22	280	
282	0%		Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	2 days	Wed 13/07/22	Thu 14/07/22	281	
283	0%		Staff advised	1 day	Fri 15/07/22	Fri 15/07/22	282	

Part 67 project schedule - v0.18 as at 31 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
284	0%		Aviation Medicine Assessor Role Work Instruction complete	0 days	Fri 15/07/22	Fri 15/07/22	283	
285	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
286	0%		Potentially update the Work Instructions to include Class 5 (Clin Gov person)???	1 day?	Wed 15/06/22	Wed 15/06/22		
287	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
288	0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
290	100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
293	0%		Part 67 Plain English Guide / Plain English Info Sheets	425 days?	Wed 15/06/22	Tue 30/01/24		
305	100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
311	85%		Journey Maps (current and future state)	372 days	Mon 4/07/22	Tue 5/12/23		
312	100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
313	100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
314	100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	313	Ben MacLaren, Denise Morman
315	100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	314SS	Ben MacLaren, Denise Morman
316	100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	314SS	Ben MacLaren
317	100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	316	Denise Morman
318	75%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	155 days	Wed 25/01/23	Tue 29/08/23	317	Ben MacLaren
319	0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	70 days	Wed 30/08/23	Tue 5/12/23	318	Ben MacLaren
320	0%		Journey maps complete	0 days	Tue 5/12/23	Tue 5/12/23	319	
321	0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
328	0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
339	52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
340	100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
341	100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
342	100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	341	Simon Gojkovic, Ben MacLaren, Simon Boddy
343	0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	342	Denise Morman
344	0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	343	
345	26%		Risk Assessment Workshops / Risk Register Developed	310 days?	Wed 15/06/22	Tue 22/08/23		
346	100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
347	100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
348	100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
349	100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
350		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	349	Mark Roberts
351		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	350	Mark Roberts,Denise Morman
352		100%		Risk Register reviewed with AvMed team	1 day	Tue 16/05/23	Tue 16/05/23	351	Denise Morman
353		0%		Risk Register updated and approved	70 days	Wed 17/05/23	Tue 22/08/23	352	Denise Morman
354		0%		add Bowtie Risk Assessment work?	1 day?	Wed 15/06/22	Wed 15/06/22		
355		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/07/23	Fri 25/08/23		
363		4%		Project Management Plan	101 days	Mon 7/05/23	Mon 25/09/23		
364		5%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	80 days	Mon 8/05/23	Fri 25/08/23		Denise Morman
365		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	10 days	Mon 28/08/23	Fri 8/09/23	364	Paul Hibberd,Steering Committee members
366		0%		PMP reviewed by Steering Committee	5 days	Mon 11/09/23	Fri 15/09/23	365	Steering Committee members
367		0%		PMP reviewed and approved by SRO/EM SED	3 days	Mon 18/09/23	Wed 20/09/23	366	Andreas Marcelja
368		0%		PMP reviewed and approved by EM NOS	3 days	Thu 21/09/23	Mon 25/09/23	367	Chris Monahan
369		0%		Project Management Plan approved	0 days	Mon 25/09/23	Mon 25/09/23	368	
370		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
371		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	210	Denise Morman
372		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	371	Denise Morman
373		0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	372	Denise Morman
374		0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	373	
375		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
377		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
510		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
517		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					
528		0%			1 day?	Wed 15/06/22	Wed 15/06/22		

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Part 67 project schedule - v0.18 as at 31 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	46%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	66%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	451 days?	Wed 15/06/22	Wed 6/03/24		
63	99%		Communication Strategy and Milestone Plans	328 days?	Wed 15/06/22	Fri 15/09/23		
64	100%		Communication Strategy	285 days	Fri 12/06/22	Thu 14/09/23		
65	100%		First draft of Communication Strategy	143 days	Fri 12/08/22	Tue 28/02/23	12	Mel Hamilton, Fran Hannan
66	100%		Comms meeting following response to Part 67 QoN	1 day	Thu 2/03/23	Thu 2/03/23		Amanda Palmer, Fran Hannan, Kate Manderson, Mel Hamilton, Michelle Massey, Nathan Sullivan, Tony Hochberg
67	100%		Communication Strategy updated following risk assessment workshops and change impact analysis and benefits identification workshop.	84 days	Fri 3/03/23	Wed 28/06/23	66	Fran Hannan
68	100%		Comms Strategy updated to reflect current policy, terminology, public consultation dates and commencement date	51 days	Thu 29/06/23	Thu 7/09/23	67	Adam Anastasi, Amanda Palmer, Denise Morman, Fran Hannan, Michelle Massey
69	0%		Communication strategy approved	5 days	Fri 8/09/23	Thu 14/09/23	68	
70	99%		Milestone Plans	328 days?	Wed 15/06/22	Fri 15/09/23		
71	99%		Milestone Plan - Class 5 - public consultation on policy package	85 days	Mon 22/05/23	Fri 15/09/23		
72	100%		Develop Milestone Plan - Public consultation on Class 5 policy package	35 days	Mon 22/05/23	Fri 7/07/23		Fran Hannan
73	100%		Update milestone plan following TWG meeting on 3 August 2023 and confirmation of policy, terminology, public consultation dates and commencement date	44 days	Mon 10/07/23	Thu 7/09/23	72	Fran Hannan
74	0%		Review and approve milestone plan	5 days	Fri 8/09/23	Thu 14/09/23	73	
75	0%		Execute milestone plan	1 day	Fri 15/09/23	Fri 15/09/23	74	Fran Hannan
76	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
78	58%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	384 days?	Wed 15/06/22	Mon 4/12/23		
79	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee, Kate Manderson, Tony Hochberg, Denise Morman
80	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	79	Nicky Speers, Tony Hochberg
81	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	80FF	Nicky Speers
82	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers, Kate Manderson, Tony Hochberg, Denise Morman
83	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	81	Nicky Speers
84	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	83	Andreas Marcelja

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
85		100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
86		100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
87		0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 2/05/23	Tue 9/05/23	86	Philippa Crome
88		100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
89		100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
90		0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	89	
91		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson,Mel Wildey
92		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	91SS+1 day	Kate Manderson,Prof Cab
93		75%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	92	Mel Wildey,Prof Cab,Kate Manderson
94		0%		Develop eLearning module	30 days	Tue 26/09/23	Mon 6/11/23		Mel Wildey
95		0%		UAT (check if we have time for the TWG to review/test)	10 days	Tue 7/11/23	Mon 20/11/23		Mel Wildey
96		0%		Course Finalisation	10 days	Tue 21/11/23	Mon 4/12/23	95	Mel Wildey
97		0%		External mandatory eLearning module complete	0 days	Mon 4/12/23	Mon 4/12/23	96	
98		0%		Internal Training and Education	213 days?	Wed 15/06/22	Fri 7/04/23		
99		0%		Kelsey will provide OJT to CSC staff (including TMI, update of manual, updated Work Instructions, details of audit process)	1 day?	Wed 15/06/22	Wed 15/06/22		Kelsey Kadam
100		0%		Kelsey will provide OJT to FCL staff (including if issuing a RPL to someone on a Class 5 - where to check)	1 day?	Wed 15/06/22	Wed 15/06/22		Kelsey Kadam
101		0%		"Introduction to Aviation Medicine" eLearning module to be updated in early 2024 - requires screen shots, details of Class 5, voiceover from Ange Pearman and Training Branch to include in sprint planning	30 days	Mon 27/02/23	Fri 7/04/23		Ange Pearman,Mel Wildey,Nathan Sullivan
102		51%		External Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
103		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson,Tony Hochberg
109		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
113		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
116		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson,Tony Hochberg
117		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson,Tony Hochberg

Part 67 project schedule - v0.18 as at 31 July 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
119		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson, Tony Hochberg
120		100%		DAME training, NZ	5 days	Mon 4/09/23	Fri 8/09/23		Tony Hochberg
121		65%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	479 days?	Wed 15/06/22	Mon 15/04/24		
122		80%		Develop "Guidelines - Medical Assessment for Aviation"	264 days	Tue 31/01/23	Fri 2/02/24		
123		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
124		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	123	Andreas Marcelja, Pip Spence
125		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	124	Kate Manderson, Michelle Massey, Nathan Sullivan
126		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	25 days	Tue 21/02/23	Tue 28/03/23	125	Kate Manderson, Michelle Massey, Nathan Sullivan
127		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	126	Prof Cable, Dr Schiemer
128		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	127	Dr Schiemer, Prof Cable
129		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	127	Dean Lammiman, Denise Morman, Michelle Massey
130		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	129	Dean Lammiman, Kate Manderson, Tony Hochberg
131		0%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
132		0%		Kate Manderon to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
133		0%		Nathan Sullivan conduct final review	1 day	Tue 17/10/23	Tue 17/10/23	132	Nathan Sullivan
134		0%		QCP team for quality check	3 days	Wed 18/10/23	Fri 20/10/23	133	Carlie Brewer, Maryanne Ashton-Sporne
135		0%		Nathan Sullivan to endorse	1 day	Mon 23/10/23	Mon 23/10/23	134	Nathan Sullivan
136		0%		Michelle Massey to approve	1 day	Tue 24/10/23	Tue 24/10/23	135	Michelle Massey
137		0%		QCP release	1 day	Wed 25/10/23	Wed 25/10/23	136	Dean Lammiman
138		0%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Wed 25/10/23	Wed 25/10/23	136	Carlie Brewer, Elizabeth Goosen
139		0%		Circulate to the TWG for info (together the TWG version of the policy proposal)	1 day	Wed 25/10/23	Wed 25/10/23	136	Kate Manderson
140		0%		Update (if required) following public consultation	14 days	Tue 28/11/23	Fri 15/12/23	187	Kate Manderson, Prof Cable
141		0%		Xmas break	15 days	Mon 18/12/23	Fri 5/01/24	140	
142		0%		Update (if required) following public consultation	5 days	Mon 8/01/24	Fri 12/01/24	141	

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
143		0%		Finalise, approve, publish to Doc Catalogue, Horace, website, etc.	15 days	Mon 15/01/24	Fri 2/02/24	142	Denise Morman,Michelle Massey
144		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Fri 2/02/24	Fri 2/02/24	143	
145		74%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	417 days	Wed 15/06/23	Thu 18/01/24		
146		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
147		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
148		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
149		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	148	Kate Manderson
150		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	149	Nathan Sullivan,Tony Hochberg
151		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	150	
152		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	151	Suzanne Petrie
153		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	152FF	Suzanne Petrie
154		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
155		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mer Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	154	Suzanne Petrie
156		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	155	Chris Monahan,Paul Hibberd
157		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	156	Andreas Marcelja
158		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	157	Andreas Marcelja
159		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	158	Chace Eldridge
160		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
161		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
162		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
163		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
164		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	163	Chace Eldridge
165		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	164	Part 67 TWG members,Chace Eldridge
166		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	165	Kate Manderson
167		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	166	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
168		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
169		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	168	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
170		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	169	Chace Eldridge,Matt Di Toro
171		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
172		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	171	Chace Eldridge

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
173		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	172	Chace Eldridge,Part 67 TWG members
174		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	173	Kate Manderson
175		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	174	Chace Eldridge
176		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	175	Pat Murray
177		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	176	Web team
178		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	176FF	Pat Murray
179		0%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	10 days	Tue 5/09/23	Mon 18/09/23	178	Pip Spence
180		0%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	5 days	Tue 19/09/23	Mon 25/09/23	179	Suzanne Petrie
181		0%		Circulate the draft "Guidelines - Medical Assessment For Aviation" to TWG for information only	1 day	Mon 25/09/23	Mon 25/09/23	180FF	Chace Eldridge
182		0%		NOTE - ICAO focused audit 12-19 September 2023	6 days	Tue 12/09/23	Tue 19/09/23		
183		65%		Public consultation on policy proposal	47 days	Wed 15/06/22	Thu 18/01/24		
184		80%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	90 days	Mon 29/05/23	Fri 29/09/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
185		80%		Develop associated email notification comms and seek approval	10 days	Mon 18/09/23	Fri 29/09/23	184FF	Fran Hannan,Mel Hamilton
186		0%		Set up Consultation Hub survey system	10 days	Mon 18/09/23	Fri 29/09/23	184FF	Elizabeth Goosen
187		0%		Public Consultation (draft Policy Proposal Document, draft Guidelines, medical certificate comparisons table) - Monday, 30 October to COB Monday, 27 November 2023 (one extra day included due to Melbourne Cup public holiday)	21 days	Mon 30/10/23	Mon 27/11/23	184	
188		0%		Public consultation responses analysed	34 days	Mon 6/11/23	Thu 21/12/23	187SS+5 day	Callida
189		0%		Develop Summary of Consultation (SOC)	20 days	Fri 22/12/23	Thu 18/01/24	188	Callida
190		0%		AvMed team review and update SOC to include CASA's responses	5 days	Wed 15/06/22	Tue 21/06/22		Kate Manderson,Nathan Sullivan,Tony Hochberg
191		0%		Draft SOC reviewed internally and feedback incorporated	5 days	Wed 22/06/22	Tue 28/06/22	190	Adam Anastasi,Amanda Palmer,Fran Hannan,Mel Hamilton,Paul Hibberd,Tony Stanton,Scott Watson
192		0%		Policy proposal updated and approved	5 days	Wed 29/06/22	Tue 5/07/22	191	
193		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Wed 29/06/22	Thu 30/06/22	191	Michelle Massey
194		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Fri 1/07/22	Thu 14/07/22	193	Carlie Brewer
195		0%		SED provides the DAS with the comms pack and SOC	1 day	Fri 15/07/22	Fri 15/07/22	194	Amanda Palmer
196		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Fri 15/07/22	Fri 15/07/22	194	Amanda Palmer

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
197		0%		SOC and responses published to Consultation Hub and comms released	2 days	Mon 18/07/22	Tue 19/07/22	196	Carlie Brewer, Elizabeth Goosen, Fran Hannan, Mel Hamilton
198		0%		Public consultation and SOC completed	0 days	Tue 19/07/22	Tue 19/07/22	197	
199		29%		Exemption Instrument for Class 5 Medical Self-Declaration Certification - (TWG review if approach changes post consultation) - (LIRA requires 6 weeks from DIs to package finalisation)	272 days	Mon 23/01/23	Tue 6/02/24		
200		52%		Update DIs for exemption instrument (noting public consultation on the policy proposal is proposed from 30 October 2023 to 27 November 2023)	210 days	Mon 23/01/23	Fri 10/11/23		Suzanne Petrie
201		0%		Consult DIs for Class 5 instrument with internal stakeholders and rework until content settled	5 days	Mon 13/11/23	Fri 17/11/23	200	Suzanne Petrie
202		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	2 days	Mon 20/11/23	Tue 21/11/23	201	Nathan Sullivan, Suzanne Petrie, Michelle Massey
203		0%		SFR approved by EM SED	1 day	Wed 22/11/23	Wed 22/11/23	202	Andreas Marcelja
204		0%		Approved SFR submitted to LIRA	1 day	Thu 23/11/23	Thu 23/11/23	203	Michelle Massey
205		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted	17 days	Thu 23/11/23	Fri 15/12/23	204SS	Nathan Sullivan, Kate Manderson, Tony Hochberg, Adam Anastasi, Suzanne Petrie
206		0%		Xmas break	15 days	Mon 18/12/23	Fri 5/01/24	205	
207		0%		Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted	8 days	Mon 8/01/24	Wed 17/01/24	206	
208		0%		Making the exemption instrument	62 days	Mon 13/11/23	Tue 6/02/24		
209		0%		Develop/update explanatory statement and Statement of Compatibility with Human Rights (SCHR) and seek approval	15 days	Mon 13/11/23	Fri 1/12/23	201SS	Adam Anastasi, Suzanne Petrie
210		0%		Finalise instrument package and complete editorial reviews	10 days	Mon 4/12/23	Fri 15/12/23	209	Adam Anastasi
211		0%		Xmas break	15 days	Mon 18/12/23	Fri 5/01/24	210	
212		0%		Finalise instrument package and complete editorial reviews	10 days	Mon 8/01/24	Fri 19/01/24	211	
213		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	2 days	Mon 22/01/24	Tue 23/01/24	212	Andreas Marcelja, Adam Anastasi, Michelle Massey
214		0%		Instrument package and DAS letter cleared by LIRA and submitted to the DAS for making	5 days	Wed 24/01/24	Tue 30/01/24	213	Adam Anastasi, Pip Spence
215		0%		Instrument Made	0 days	Tue 30/01/24	Tue 30/01/24	214	Pip Spence
216		0%		Register on FRLI (within 4 days)	4 days	Wed 31/01/24	Mon 5/02/24	215	Nadia Spesyvy
217		0%		Notify internal stakeholders	1 day	Tue 6/02/24	Tue 6/02/24	216	Mel Hamilton
218		0%		Update project webpage	1 day	Tue 6/02/24	Tue 6/02/24	216	Carlie Brewer
219		0%		Update subscriber notifications	1 day	Tue 6/02/24	Tue 6/02/24	216	Mel Hamilton
220		0%		Instrument for Class 5 Medical Certificate complete	0 days	Tue 6/02/24	Tue 6/02/24	219	
221		42%		Implementation Tasks	479 days?	Wed 15/06/22	Mon 15/04/24		
222		0%		Prototyping/Blueprinting - myCASAportal, MRS, EAP, AviationWorx - on hold, awaiting finalisation of system requirements	40 days	Mon 11/09/23	Fri 3/11/23		

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
231	0%		System changes - myCASAportal, MRS, EAP, AviationWorx	112 days	Wed 13/09/23	Thu 15/02/24		
232	0%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
233	0%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	232	
234	0%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	233	
235	0%		Build the system changes utilising feedback from prototyping/blueprinting exercise	40 days	Mon 23/10/23	Fri 15/12/23	234	
236	0%		Test	10 days	Mon 8/01/24	Fri 19/01/24		
237	0%		Enhance	5 days	Mon 12/01/24	Fri 26/01/24	236	
238	0%		Re-test	5 days	Mon 29/01/24	Fri 2/02/24	237	
239	0%		Approve	5 days	Mon 5/02/24	Fri 9/02/24	238	
240	0%		Contingency	3 days	Mon 12/02/24	Wed 14/02/24	239	
241	0%		Go live - 15 February 2024	1 day	Thu 15/02/24	Thu 15/02/24	240	
242	0%		Temporary Management Instruction (for CSC)	26 days	Mon 8/01/24	Mon 12/02/24		
243	0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	5 days	Mon 8/01/24	Fri 12/01/24	236SS	
244	0%		TMI reviewed by CSC staff	5 days	Mon 15/01/24	Fri 19/01/24	243	
245	0%		TMI approved	3 days	Mon 22/01/24	Wed 24/01/24	244	
246	0%		TMI goes through QCP process	10 days	Thu 25/01/24	Wed 7/02/24	245	
247	0%		TMI published in Document Catalogue	2 days	Thu 8/02/24	Fri 9/02/24	246	
248	0%		Staff advised	1 day	Mon 12/02/24	Mon 12/02/24	247	
249	0%		Temporary Management Instruction complete	0 days	Mon 12/02/24	Mon 12/02/24	248	
250	0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
260	0%		Assessor Guidance Procedures Manual	479 days	Wed 15/06/22	Mon 15/04/24		
261	0%		Identify amendments	15 days	Mon 8/01/24	Fri 26/01/24	243SS	
262	0%		SME review	5 days	Mon 29/01/24	Fri 2/02/24	261	
263	0%		Update following SME review	5 days	Mon 5/02/24	Fri 9/02/24	262	
264	0%		Approval	5 days	Mon 12/02/24	Fri 16/02/24	263	
265	0%		Xmas break	20 days	Mon 19/02/24	Fri 15/03/24	264	
266	0%		QCP process	15 days	Mon 18/03/24	Fri 5/04/24	265	
267	0%		Assessor Guidance Procedures Manual published in Document Catalogue - Denise to check - its not in there now.	5 days	Mon 8/04/24	Fri 12/04/24	266	
268	0%		Staff advised	1 day	Mon 15/04/24	Mon 15/04/24	267	
269	0%		Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
270	0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
271	0%		Tim B, Nathan, Kate, Tony to advise	1 day?	Wed 15/06/22	Wed 15/06/22		
272	0%		Document the audit process - Kelsey to help document - auditing against false declarations etc	1 day?	Wed 15/06/22	Wed 15/06/22		
273	0%		Document Trees	1 day?	Wed 15/06/22	Wed 15/06/22		
274	0%		Identify which document trees need to be updated	1 day?	Wed 15/06/22	Wed 15/06/22		
275	0%		Update document trees within the various artefacts	1 day?	Wed 15/06/22	Wed 15/06/22		
276	0%		Kelsey to advise which artefacts need to be updated	1 day?	Wed 15/06/22	Wed 15/06/22		
277	0%		Work Instructions	437 days?	Wed 15/06/22	Thu 15/02/24		
278	0%		Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Last review date March 2022	437 days?	Wed 15/06/22	Thu 15/02/24		
279	0%		Identify amendments	10 days	Mon 22/01/24	Fri 2/02/24	243SS+10 da	
280	0%		SME review	5 days	Mon 5/02/24	Fri 9/02/24	279	
281	0%		Update following SME review	1 day	Mon 12/02/24	Mon 12/02/24	280	
282	0%		Approval	3 days	Tue 13/02/24	Thu 15/02/24	281	
283	0%		Work Instruction to form part of internal training	5 days	Wed 15/06/22	Tue 21/06/22		
284	0%		QCP process	15 days	Wed 22/06/22	Tue 12/07/22	283	
285	0%		Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	2 days	Wed 13/07/22	Thu 14/07/22	284	

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
286	0%		Staff advised	1 day	Fri 15/07/22	Fri 15/07/22	285	
287	0%		Aviation Medicine Assessor Role Work Instruction complete	0 days	Fri 15/07/22	Fri 15/07/22	286	
288	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
289	0%		Potentially update the Work Instructions to include Class 5 (Clin Gov person)???	1 day?	Wed 15/06/22	Wed 15/06/22		
290	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
291	0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
293	100%		Internal and external delegation instruments	20 days	Mon 7/06/23	Fri 30/06/23		
296	0%		Part 67 Plain English Guide / Plain English Info Sheets	445 days?	Wed 15/06/22	Tue 27/02/24		
308	100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
314	85%		Journey Maps (current and future state)	372 days	Mon 4/07/22	Tue 5/12/23		
315	100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
316	100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
317	100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	316	Ben MacLaren, Denise Morman
318	100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	317SS	Ben MacLaren, Denise Morman
319	100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	317SS	Ben MacLaren
320	100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	319	Denise Morman
321	75%		Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	155 days	Wed 25/01/23	Tue 29/08/23	320	Ben MacLaren
322	0%		Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	70 days	Wed 30/08/23	Tue 5/12/23	321	Ben MacLaren
323	0%		Journey maps complete	0 days	Tue 5/12/23	Tue 5/12/23	322	
324	0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
331	0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
342	52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
343	100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
344	100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
345	100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	344	Simon Gojkovic, Ben MacLaren, Simon Boddy
346	0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	345	Denise Morman
347	0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	346	
348	26%		Risk Assessment Workshops / Risk Register Developed	310 days?	Wed 15/06/22	Tue 22/08/23		
349	100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
350	100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
351	100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts

Part 67 project schedule - v0.18 as at 31 July 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
352	100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
353	100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	352	Mark Roberts
354	100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	353	Mark Roberts,Denise Morman
355	100%		Risk Register reviewed with AvMed team	1 day	Tue 16/05/23	Tue 16/05/23	354	Denise Morman
356	0%		Risk Register updated and approved	70 days	Wed 17/05/23	Tue 22/08/23	355	Denise Morman
357	0%		add Bowtie Risk Assessment work?	1 day?	Wed 15/06/22	Wed 15/06/22		
358	100%		Establish Steering Committee and Terms of Reference	130 days	Mon 17/02/23	Fri 25/08/23		
366	4%		Project Management Plan	101 days	Mon 8/05/23	Mon 25/09/23		
367	5%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	80 days	Mon 8/05/23	Fri 25/08/23		Denise Morman
368	0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	10 days	Mon 28/08/23	Fri 8/09/23	367	Paul Hibberd,Steering Committee members
369	0%		PMP reviewed by Steering Committee	5 days	Mon 11/09/23	Fri 15/09/23	368	Steering Committee members
370	0%		PMP reviewed and approved by SRO/EM SED	3 days	Mon 18/09/23	Wed 20/09/23	369	Andreas Marcelja
371	0%		PMP reviewed and approved by EM NOS	3 days	Thu 21/09/23	Mon 25/09/23	370	Chris Monahan
372	0%		Project Management Plan approved	0 days	Mon 25/09/23	Mon 25/09/23	371	
373	0%		Gate Review - are we ready to commence the Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
374	0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	213	Denise Morman
375	0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	374	Denise Morman
376	0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	375	Denise Morman
377	0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	376	
378	0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
380	0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
513	0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
520	0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					
531	0%			1 day?	Wed 15/06/22	Wed 15/06/22		

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Part 67 project schedule - v0.20 as at 16 October 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	45%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	65%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	99%		Communication Strategy and Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
64	100%		Communication Strategy	290 days	Fri 12/06/22	Thu 21/09/23		
70	99%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	99%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
72	100%		Develop Milestone Plan - Public consultation on Class 5 policy package	35 days	Mon 22/05/23	Fri 7/07/23		Fran Hannan
73	100%		Update milestone plan following TWG meeting on 3 August 2023 and confirmation of policy, terminology, public consultation dates and commencement date	44 days	Mon 10/07/23	Thu 7/09/23	72	Fran Hannan
74	0%		Update milestone plan re access to controlled airspace and public consultation dates and commencement date.	32 days	Fri 8/09/23	Mon 23/10/23	73	
75	0%		Review and approve milestone plan	3 days	Tue 24/10/23	Thu 26/10/23	74	
76	0%		Execute milestone plan	1 day	Fri 27/10/23	Fri 27/10/23	75	Fran Hannan
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	64%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	444 days?	Wed 15/06/22	Mon 26/02/24		
80	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
81	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	80	Nicky Speers,Tony Hochberg
82	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	81FF	Nicky Speers
83	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
84	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	82	Nicky Speers
85	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	84	Andreas Marcelja
86	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
87	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
88	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	87	Philippa Crome
89	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
90	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg

Part 67 project schedule - v0.20 as at 16 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
91		0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	90	
92		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson,Mel Wildey
93		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	92SS+1 day	Kate Manderson,Prof Cab
94		75%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	93	Mel Wildey,Prof Cab,Kate Manderson
95		0%		eLearning Module - Introduction	120 days	Tue 12/09/23	Mon 26/02/24		
96		0%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
97		0%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
98		0%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
99		0%		Alpha Draft	10 days	Tue 26/09/23	Mon 9/10/23	98	
100		0%		Peer Review	10 days	Tue 7/11/23	Mon 20/11/23		
101		0%		Alpha Final	10 days	Tue 7/11/23	Mon 20/11/23		
102		0%		Beta Development	10 days	Tue 5/12/23	Mon 18/12/23		
103		0%		UAT	10 days	Tue 5/12/23	Mon 18/12/23		
104		0%		TES Final	10 days	Tue 5/12/23	Mon 18/12/23		
105		0%		LIRA Review	10 days	Tue 16/01/24	Mon 29/01/24		
106		0%		Quality Assurance Review Stage 2	10 days	Tue 5/12/23	Mon 18/12/23		
107		0%		Input Quality Assurance Feedback	10 days	Tue 5/12/23	Mon 18/12/23		
108		0%		Course Finalisation	10 days	Tue 16/01/24	Mon 29/01/24		
109		0%		Implementation	10 days	Tue 13/02/24	Mon 26/02/24		
110		0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
111		0%		Storyboard Draft	10 days	Tue 24/10/23	Mon 6/11/23		
112		0%		Storyboard Final	10 days	Tue 7/11/23	Mon 20/11/23	111	
113		0%		Asset Development	10 days	Tue 7/11/23	Mon 20/11/23		
114		0%		Alpha Draft	10 days	Tue 21/11/23	Mon 4/12/23	113	
115		0%		Peer Review	10 days	Tue 5/12/23	Mon 18/12/23		
116		0%		Alpha Final	10 days	Tue 5/12/23	Mon 18/12/23		
117		0%		Beta Development	10 days	Tue 19/12/23	Mon 1/01/24		
118		0%		UAT	10 days	Tue 19/12/23	Mon 1/01/24		
119		0%		TES Final	10 days	Tue 19/12/23	Mon 1/01/24		
120		0%		LIRA Review	10 days	Tue 16/01/24	Mon 29/01/24		
121		0%		Quality Assurance Review Stage 2	10 days	Tue 16/01/24	Mon 29/01/24		
122		0%		Input Quality Assurance Feedback	10 days	Tue 16/01/24	Mon 29/01/24		
123		0%		Course Finalisation	10 days	Tue 16/01/24	Mon 29/01/24		
124		0%		Implementation	10 days	Tue 13/02/24	Mon 26/02/24		
125		0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	124	
126		0%		Internal Training and Education	213 days?	Wed 15/06/22	Fri 7/04/23		
127		0%		Kelsey will provide OJT to CSC staff (including TMI, updated manual, updated Work Instructions, details of audit process)	1 day?	Wed 15/06/22	Wed 15/06/22		Kelsey Kadam
128		0%		Kelsey will provide OJT to FCL staff (including if issuing a RPL to someone on a Class 5 - where to check)	1 day?	Wed 15/06/22	Wed 15/06/22		Kelsey Kadam
129		0%		"Introduction to Aviation Medicine" eLearning module to be updated in early 2024 - requires screen shots, details of Class 5, voiceover from Ange Pearman and Training Branch to include in sprint planning	30 days	Mon 27/02/23	Fri 7/04/23		Ange Pearman,Mel Wildey,Nathan Sullivan

Part 67 project schedule - v0.20 as at 16 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
130		51%		External (to CASA) Training and Education	155 days	Sat 1/10/22	Fri 5/05/23		
131		43%		Specialist Aviation Medicine Familiarisation Course (for Cardiologists and Ophthalmologists)	51 days	Sat 1/10/22	Mon 12/12/22		Kate Manderson, Tony Hochberg
137		75%		ICAO Workshop and Meeting, Manila, Philippines	4 days	Mon 12/12/22	Thu 15/12/22		Kate Manderson
141		100%		Inaugural Pacific Aviation Medical Conference in Fiji (DFAT-approved)	1 day	Fri 27/01/23	Fri 27/01/23		Tony Stanton
144		100%		April 2023 DAME Grand Rounds (via MS Teams)	1 day	Wed 26/04/23	Wed 26/04/23		Kate Manderson, Tony Hochberg
145		100%		DAME Training Course, Fiji	5 days	Sat 29/04/23	Fri 5/05/23		Kate Manderson, Tony Hochberg
147		100%		Medical Conference - New Orleans	5 days	Mon 22/05/23	Fri 26/05/23		Kate Manderson, Tony Hochberg
148		100%		DAME training, NZ	5 days	Mon 4/09/23	Fri 8/09/23		Tony Hochberg
149		62%		SUB-PROJECT - IMPLEMENTING SELF DECLARED CLASS 5 MEDICAL CERTIFICATE AHEAD OF OVERALL REGULATORY CHANGE	479 days	Wed 15/06/22	Mon 15/04/24		
150		87%		Develop "Guidelines - Medical Assessment for Aviation"	229 days	Tue 31/01/23	Fri 15/12/23		
151		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
152		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	151	Andreas Marcelja, Pip Spence
153		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	152	Kate Manderson, Michelle Massey, Nathan Sullivan
154		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	153	Kate Manderson, Michelle Massey, Nathan Sullivan
155		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	154	Prof Cable, Dr Schiemer
156		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	155	Dr Schiemer, Prof Cable
157		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	155	Dean Lammiman, Denise Morman, Michelle Massey
158		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	157	Dean Lammiman, Kate Manderson, Tony Hochberg
159		0%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
160		0%		Kate Manderon to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
161		0%		Nathan Sullivan conduct final review	1 day	Tue 17/10/23	Tue 17/10/23	160	Nathan Sullivan
162		0%		QCP team for quality check	3 days	Wed 18/10/23	Fri 20/10/23	161	Carlie Brewer, Maryanne Ashton-Sporne
163		0%		Nathan Sullivan to endorse	1 day	Mon 23/10/23	Mon 23/10/23	162	Nathan Sullivan
164		0%		Michelle Massey to approve	1 day	Tue 24/10/23	Tue 24/10/23	163	Michelle Massey
165		0%		QCP release	1 day	Wed 25/10/23	Wed 25/10/23	164	Dean Lammiman

Part 67 project schedule - v0.20 as at 16 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
166		0%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Wed 25/10/23	Wed 25/10/23	164	Carlie Brewer,Elizabeth Goosen
167		0%		Circulate to the TWG for info (together the TWG version of the policy proposal)	1 day	Wed 25/10/23	Wed 25/10/23	164	Kate Manderson
168		0%		Update (if required) following public consultation	5 days	Tue 28/11/23	Mon 4/12/23	214	Kate Manderson,Prof Cable
169		0%		Finalise, approve, publish to Doc Catalogue, Horace, website, etc.	9 days	Tue 5/12/23	Fri 15/12/23	168	Denise Morman,Michelle Massey
170		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Fri 15/12/23	Fri 15/12/23	169	
171		75%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	353 days	Mon 26/09/22	Wed 31/01/24		
172		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
173		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
174		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
175		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	174	Kate Manderson
176		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	175	Nathan Sullivan,Tony Hochberg
177		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	176	
178		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	177	Suzanne Petrie
179		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	178FF	Suzanne Petrie
180		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
181		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	180	Suzanne Petrie
182		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	181	Chris Monahan,Paul Hibberd
183		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	182	Andreas Marcelja
184		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	183	Andreas Marcelja
185		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	184	Chace Eldridge
186		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
187		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
188		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
189		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
190		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	189	Chace Eldridge
191		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	190	Part 67 TWG members,Chace Eldridge
192		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	191	Kate Manderson
193		100%		Internal discussions with OI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	192	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
194		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray

Part 67 project schedule - v0.20 as at 16 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
195		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview)	9 days	Fri 14/07/23	Wed 26/07/23	194	Kate Manderson, Matt Di Toro, Suzanne Petrie, Tony Hochberg
196		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	195	Chace Eldridge, Matt Di Toro
197		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
198		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	197	Chace Eldridge
199		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	198	Chace Eldridge, Part 67 TWG members
200		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	199	Kate Manderson
201		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	200	Chace Eldridge
202		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	201	Pat Murray
203		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	202	Web team
204		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	202FF	Pat Murray
205		75%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair	31 days	Tue 5/09/23	Fri 20/10/23	204	Pip Spence
206		50%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	3 days	Mon 23/10/23	Wed 25/10/23	205	Suzanne Petrie
207		0%		Circulate the draft "Guidelines - Medical Assessment For Aviation" to TWG for information only	1 day	Wed 25/10/23	Wed 25/10/23	206FF	Chace Eldridge
208		64%		Public consultation on policy proposal	178 days	Mon 29/05/23	Wed 31/01/24		
209		69%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	105 days	Mon 29/05/23	Fri 20/10/23		Elizabeth Goosen, Kate Manderson, Nathan Sullivan, Tony Hochberg, Carlie Brewer, Suzanne Petrie
210		0%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Mon 16/10/23	Fri 20/10/23	209FF	
211		0%		Develop associated email notification comms and seek approval	5 days	Mon 23/10/23	Fri 27/10/23	210	Fran Hannan, Mel Hamilton, Michelle Massey, Nathan Sullivan
212		0%		SED review of Class 5 policy proposal and Discussion Paper re access to controlled airspace	5 days	Mon 23/10/23	Fri 27/10/23	210	
213		0%		Set up Consultation Hub survey system	5 days	Mon 23/10/23	Fri 27/10/23	210	Elizabeth Goosen
214		0%		Public Consultation (draft Policy Proposal Document, draft Guidelines, medical certificate comparisons table) - Monday, 30 October to COB Monday, 27 November 2023 (one extra day included due to Melbourne Cup public holiday)	21 days	Mon 30/10/23	Mon 27/11/23	209	
215		0%		Callida Consulting contract	82 days	Tue 26/09/23	Wed 17/01/24		
216		0%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		
217		0%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	216	
218		0%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	217	
219		0%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	218	
220		0%		Contract Milestone - Analyse and Deliver Phases	34 days	Tue 31/10/23	Fri 15/12/23		

Part 67 project schedule - v0.20 as at 16 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
221		0%		Present Findings Dashboard	1 day	Fri 15/12/23	Fri 15/12/23	220FF	
222		0%		Provide written themes report	1 day	Fri 15/12/23	Fri 15/12/23	220FF	
223		0%		Draft SOC	1 day	Fri 15/12/23	Fri 15/12/23	220FF	
224		0%		Final SOC	18 days	Mon 18/12/23	Wed 10/01/24	223	
225		0%		Provide brief presentation of findings	5 days	Thu 11/01/24	Wed 17/01/24	224	
226		0%		Callida Contract complete	0 days	Wed 17/01/24	Wed 17/01/24	225	
227		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Thu 11/01/24	Fri 12/01/24	224	Michelle Massey
228		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	10 days	Mon 15/01/24	Fri 26/01/24	227	Carlie Brewer
229		0%		SED provides the DAS with the comms pack and SOC	1 day	Mon 29/01/24	Mon 29/01/24	228	Amanda Palmer
230		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Mon 29/01/24	Mon 29/01/24	228	Amanda Palmer
231		0%		SOC and responses published to Consultation Hub and comms released	2 days	Tue 30/01/24	Wed 31/01/24	230	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
232		0%		Public consultation and SOC completed	0 days	Wed 31/01/24	Wed 31/01/24	231	
233		0%		Exemption Instrument for Class 5 Medical Self-Declaration Certification - (TWG review if approach changes post consultation) - (LIRA requires 6 weeks from Dis to package finalisation)	287 days	Mon 23/01/23	Tue 27/02/24		
234		0%		Draft Dis for exemption instrument (noting public consultation on the policy is proposed from 30 October to 27 November 2023) - assuming no extensions	221 days	Mon 23/01/23	Mon 27/11/23		Suzanne Petrie
235		0%		Update the Dis (and the policy) post public consultation feedback	14 days	Tue 28/11/23	Fri 15/12/23	234	Suzanne Petrie
236		0%		Consult Dis with internal stakeholders and rework until finalised	9 days	Tue 5/12/23	Fri 15/12/23	235FF	Paul Hibberd
237		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	1 day	Fri 15/12/23	Fri 15/12/23	235FF	Nathan Sullivan,Michelle Massey,Paul Hibberd
238		0%		SFR approved by EM SED	1 day	Fri 15/12/23	Fri 15/12/23	235FF	Andreas Marcelja
239		0%		Approved SFR submitted to LIRA	1 day	Fri 15/12/23	Fri 15/12/23	235FF	Michelle Massey
240		0%		Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted.	5 days	Mon 18/12/23	Fri 22/12/23	239	Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie,Paul Hibberd
241		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	240	
242		0%		Continue after Xmas - Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted.	15 days	Tue 2/01/24	Mon 22/01/24	241	
243		0%		Making the exemption instrument	52 days	Mon 18/12/23	Tue 27/02/24		
244		0%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	5 days	Mon 18/12/23	Fri 22/12/23	240SS	Suzanne Petrie,Paul Hibberd
245		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	244	
246		0%		Continue after Xmas - Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	20 days	Tue 2/01/24	Mon 29/01/24	245	
247		0%		Finalise instrument package and complete editorial reviews	7 days	Tue 30/01/24	Wed 7/02/24	246	Paul Hibberd
248		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	1 day	Thu 8/02/24	Thu 8/02/24	247	Andreas Marcelja,Michelle Massey,Paul Hibberd

Part 67 project schedule - v0.20 as at 16 October 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
249	0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	10 days	Fri 9/02/24	Thu 22/02/24	248	Pip Spence,Paul Hibberd
250	0%		Instrument Made	0 days	Thu 22/02/24	Thu 22/02/24	249	Pip Spence
251	0%		Register on FRLI (within 2 days)	2 days	Fri 23/02/24	Mon 26/02/24	250	Nadia Spesyvy
252	0%		Notify internal stakeholders	1 day	Tue 27/02/24	Tue 27/02/24	251	Mel Hamilton
253	0%		Update project webpage	1 day	Tue 27/02/24	Tue 27/02/24	251	Carlie Brewer
254	0%		Update subscriber notifications	1 day	Tue 27/02/24	Tue 27/02/24	251	Mel Hamilton
255	0%		Instrument for Class 5 Medical Certificate complete	0 days	Tue 27/02/24	Tue 27/02/24	254	
256	42%		Implementation Tasks	479 days?	Wed 15/06/22	Mon 15/04/24		
257	0%		Prototyping/Blueprinting - myCASAportal, MRS, EAP, AviationWorx - on hold, awaiting finalisation of system requirements	40 days	Mon 11/09/23	Fri 3/11/23		
258	0%		EDO Research Brief reviewed and approved	1 day	Mon 11/09/23	Mon 11/09/23		
259	0%		Prototype Development	10 days	Tue 12/09/23	Mon 25/09/23	258	
260	0%		Prototype review by project team	3 days	Tue 26/09/23	Thu 28/09/23	259	
261	0%		Internal Usability Testing	6 days	Fri 29/09/23	Fri 6/10/23	260	
262	0%		Findings review by project team	5 days	Mon 9/10/23	Fri 13/10/23	261	
263	0%		External research	10 days	Mon 16/10/23	Fri 27/10/23	262	
264	0%		Final findings review	5 days	Mon 30/10/23	Fri 3/11/23	263	
265	0%		Prototyping complete	0 days	Fri 3/11/23	Fri 3/11/23	264	
266	0%		System changes - myCASAportal, MRS, EAP, AviationWorx	112 days	Wed 13/09/23	Thu 15/02/24		
267	0%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
268	0%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	267	
269	0%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	268	
270	0%		Build the system changes utilising feedback from prototyping/blueprinting exercise	40 days	Mon 23/10/23	Fri 15/12/23	269	
271	0%		Test	10 days	Mon 8/01/24	Fri 19/01/24		
272	0%		Enhance	5 days	Mon 22/01/24	Fri 26/01/24	271	
273	0%		Re-test	5 days	Mon 29/01/24	Fri 2/02/24	272	
274	0%		Approve	5 days	Mon 5/02/24	Fri 9/02/24	273	
275	0%		Contingency	3 days	Mon 12/02/24	Wed 14/02/24	274	
276	0%		Go live - 15 February 2024	1 day	Thu 15/02/24	Thu 15/02/24	275	
277	0%		Temporary Management Instruction (for CSC)	26 days	Mon 8/01/24	Mon 12/02/24		
278	0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	5 days	Mon 8/01/24	Fri 12/01/24	271SS	
279	0%		TMI reviewed by CSC staff	5 days	Mon 15/01/24	Fri 19/01/24	278	
280	0%		TMI approved	3 days	Mon 22/01/24	Wed 24/01/24	279	
281	0%		TMI goes through QCP process	10 days	Thu 25/01/24	Wed 7/02/24	280	
282	0%		TMI published in Document Catalogue	2 days	Thu 8/02/24	Fri 9/02/24	281	
283	0%		Staff advised	1 day	Mon 12/02/24	Mon 12/02/24	282	
284	0%		Temporary Management Instruction Complete	0 days	Mon 12/02/24	Mon 12/02/24	283	
285	0%		Clinical Practice Guidelines - no new LPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
295	0%		Assessor Guidance Procedures Manual	479 days	Wed 15/06/22	Mon 15/04/24		
296	0%		Identify amendments	15 days	Mon 8/01/24	Fri 26/01/24	278SS	
297	0%		SME review	5 days	Mon 29/01/24	Fri 2/02/24	296	
298	0%		Update following SME review	5 days	Mon 5/02/24	Fri 9/02/24	297	
299	0%		Approval	5 days	Mon 12/02/24	Fri 16/02/24	298	
300	0%		Xmas break	20 days	Mon 19/02/24	Fri 15/03/24	299	
301	0%		QCP process	15 days	Mon 18/03/24	Fri 5/04/24	300	
302	0%		Assessor Guidance Procedures Manual published in Document Catalogue - Denise to check - its not in there now.	5 days	Mon 8/04/24	Fri 12/04/24	301	
303	0%		Staff advised	1 day	Mon 15/04/24	Mon 15/04/24	302	

Part 67 project schedule - v0.20 as at 16 October 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
304	0%	➡	Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
305	0%	➡	Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
306	0%	➡	Tim B, Nathan, Kate, Tony to advise	1 day?	Wed 15/06/22	Wed 15/06/22		
307	0%	➡	Document the audit process - Kelsey to help document - auditing against false declarations etc	1 day?	Wed 15/06/22	Wed 15/06/22		
308	0%	➡	Document Trees	1 day?	Wed 15/06/22	Wed 15/06/22		
309	0%	➡	Identify which document trees need to be updated	1 day?	Wed 15/06/22	Wed 15/06/22		
310	0%	➡	Update document trees within the various artefacts	1 day?	Wed 15/06/22	Wed 15/06/22		
311	0%	➡	Kelsey to advise which artefacts need to be updated	1 day?	Wed 15/06/22	Wed 15/06/22		
312	0%	➡	Work Instructions	437 days?	Wed 15/06/22	Thu 15/02/24		
313	0%	➡	Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Last review date March 2022	437 days?	Wed 15/06/22	Thu 15/02/24		
314	0%	➡	Identify amendments	10 days	Mon 22/01/24	Fri 2/02/24	278SS+10 da	
315	0%	➡	SME review	5 days	Mon 5/02/24	Fri 9/02/24	314	
316	0%	➡	Update following SME review	1 day?	Mon 12/02/24	Mon 12/02/24	315	
317	0%	➡	Approval	3 days	Tue 13/02/24	Thu 15/02/24	316	
318	0%	➡	Work Instruction to form part of internal training	5 days	Wed 15/06/22	Tue 21/06/22		
319	0%	➡	QCP process	15 days	Wed 22/06/22	Tue 12/07/22	318	
320	0%	➡	Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	2 days	Wed 13/07/22	Thu 14/07/22	319	
321	0%	➡	Staff advised	1 day	Fri 15/07/22	Fri 15/07/22	320	
322	0%	➡	Aviation Medicine Assessor Role Work Instruction complete	0 days	Fri 15/07/22	Fri 15/07/22	321	
323	0%	➡	<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
324	0%	➡	Potentially update the Work Instructions to include Class 5 (Clin Gov person)???	1 day?	Wed 15/06/22	Wed 15/06/22		
325	0%	➡	<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
326	0%	➡	MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
328	100%	➡	Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
331	0%	➡	Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
343	100%	➡	Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
349	85%	➡	Journey Maps (current and future state)	372 days	Mon 4/07/22	Tue 5/12/23		
350	100%	➡	RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
351	100%	➡	Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
352	100%	➡	Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	351	Ben MacLaren, Denise Morman
353	100%	➡	Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	352SS	Ben MacLaren, Denise Morman
354	100%	➡	Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	352SS	Ben MacLaren
355	100%	➡	Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	354	Denise Morman
356	75%	➡	Draft Journey Map (self-declared Class 5 medical certificate) prepared and reworked until final (future state)	155 days	Wed 25/01/23	Tue 29/08/23	355	Ben MacLaren
357	0%	➡	Draft Journey Map (SGP assessed Class 4 medical certificate) prepared and reworked until final (future state)	70 days	Wed 30/08/23	Tue 5/12/23	356	Ben MacLaren

Part 67 project schedule - v0.20 as at 16 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
358		0%		Journey maps complete	0 days	Tue 5/12/23	Tue 5/12/23	357	
359		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
366		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
377		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
378		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
379		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
380		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	379	Simon Gojkovic,Ben MacLaren,Simon Boddy
381		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	380	Denise Morman
382		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	381	
383		26%		Risk Assessment Workshops / Risk Register Developed	310 days	Wed 15/06/22	Tue 22/08/23		
384		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
385		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
386		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
387		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
388		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	387	Mark Roberts
389		100%		Develop draft Risk Register for Class 5	8 days	Wed 5/04/23	Fri 14/04/23	388	Mark Roberts,Denise Morman
390		100%		Risk Register reviewed with AvMed team	1 day	Tue 16/05/23	Tue 16/05/23	389	Denise Morman
391		0%		Risk Register updated and approved	70 days	Wed 17/05/23	Tue 22/08/23	390	Denise Morman
392		0%		add Bowtie Risk Assessment work?	1 day?	Wed 15/06/22	Wed 15/06/22		
393		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
401		4%		Project Management Plan	101 days	Mon 8/05/23	Mon 25/09/23		
402		5%		New Project Management Plan (PMP) template available from the EPMO on 8 May 2023	80 days	Mon 8/05/23	Fri 25/08/23		Denise Morman
403		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	10 days	Mon 28/08/23	Fri 8/09/23	402	Paul Hibberd,Steering Committee members
404		0%		PMP reviewed by Steering Committee	5 days	Mon 11/09/23	Fri 15/09/23	403	Steering Committee members
405		0%		PMP reviewed and approved by SRO/EM SED	3 days	Mon 18/09/23	Wed 20/09/23	404	Andreas Marcelja
406		0%		PMP reviewed and approved by EM NOS	3 days	Thu 21/09/23	Mon 25/09/23	405	Chris Monahan
407		0%		Project Management Plan approved	0 days	Mon 25/09/23	Mon 25/09/23	406	
408		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
409		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	248	Denise Morman
410		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	409	Denise Morman
411		0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	410	Denise Morman
412		0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	411	
413		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
415		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
548		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
555		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

Part 67 project schedule - v0.21 as at 30 October 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	51%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	73%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	398 days?	Wed 15/06/22	Fri 22/12/23		
64	100%		Communication Strategy	290 days	Fri 12/06/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	20 days	Mon 27/11/23	Fri 22/12/23		
80	0%		Develop Implementation Plan (Communications)	3 days	Mon 27/11/23	Wed 29/11/23		
81	0%		Send Implementation Plan (Communications) to project for review	3 days	Thu 30/11/23	Mon 4/12/23	80	
82	0%		Update and send Implementation Plan (Communications) for final approval	6 days	Tue 5/12/23	Tue 12/12/23	81	
83	0%		Execute Implementation Plan (Communications) - timeframe to be determined with rest of project timing	8 days	Wed 13/12/23	Fri 22/12/23	82	
84	58%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	359 days	Tue 6/09/22	Fri 19/01/24		
85	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
86	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	85	Nicky Speers,Tony Hochberg
87	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	86FF	Nicky Speers
88	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
89	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	87	Nicky Speers
90	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	89	Andreas Marcelja
91	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
92	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
93	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	92	Philippa Crome
94	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
95	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
96	0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	95	

Part 67 project schedule - v0.21 as at 30 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson, Mel Wildey
98		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	97SS+1 day	Kate Manderson, Prof Cab
99		100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	98	Mel Wildey, Prof Cab, Kate Manderson
100		0%		eLearning Module - Introduction	60 days	Tue 12/09/23	Mon 4/12/23		
101		100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
102		100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
103		100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
104		100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
105		75%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	104	
106		0%		SME sign off	3 days	Mon 30/10/23	Wed 1/11/23	105	
107		0%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	106	
108		0%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	107FF	
109		0%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	108	
110		0%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	109SS	
111		0%		Course Sponsor sign off	4 days	Tue 7/11/23	Fri 10/11/23	109SS	
112		0%		Input Quality Assurance Feedback	5 days	Mon 13/11/23	Fri 17/11/23	111	
113		0%		Input LIRA review feedback	5 days	Mon 13/11/23	Fri 17/11/23	112SS	
114		0%		Input Course Sponsor feedback	5 days	Mon 13/11/23	Fri 17/11/23	112SS	
115		0%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	114	
116		0%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	115	
117		0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	116SS+2 day	
118		0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	117SS	
119		0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	118SS+2 day	
120		0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
135		0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	134	
136		0%		Internal Training and Education	260 days	Mon 23/01/23	Fri 19/01/24		
137		0%		Kelsey will provide OJT to CSC staff (including TMI, update of manual, updated Work Instructions, details of audit process)	40 days	Mon 27/11/23	Fri 19/01/24	286SS	Kelsey Kadam
138		0%		Kelsey will provide OJT to FCL staff (including if issuing a RPL to someone on a Class 5 - where to check)	40 days	Mon 27/11/23	Fri 19/01/24	286SS	Kelsey Kadam
139		0%		"Introduction to Aviation Medicine" eLearning module to be updated in early 2024 - requires screen shots, details of Class 5, voiceover from Ange Pearman and Training Branch to include in sprint planning	30 days	Mon 23/01/23	Fri 3/03/23		Ange Pearman, Mel Wildey, Nathan Sullivan
140		54%		External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
159		86%		SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	449 days?	Wed 15/06/22	Mon 4/03/24		
160		95%		Develop "Guidelines - Medical Assessment for Aviation"	217 days	Tue 31/01/23	Wed 29/11/23		
161		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
162		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	161	Andreas Marcelja, Pip Spence

Part 67 project schedule - v0.21 as at 30 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
163		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	162	Kate Manderson,Michelle Massey,Nathan Sullivan
164		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	163	Kate Manderson,Michelle Massey,Nathan Sullivan
165		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	164	Prof Cable,Dr Schiemer
166		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	165	Dr Schiemer,Prof Cable
167		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	165	Dean Lammiman,Denise Morman,Michelle Massey
168		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	167	Dean Lammiman,Kate Manderson,Tony Hochberg
169		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
170		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	169	
171		0%		Nathan Sullivan conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	170	Nathan Sullivan
172		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	170SS	Carlie Brewer,Maryanne Ashton-Sporne
173		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	172	Nathan Sullivan
174		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	173	Michelle Massey
175		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	172FF	Dean Lammiman
176		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	175FF	Carlie Brewer,Elizabeth Goosen
177		0%		Update (if required) following public consultation	3 days	Mon 20/11/23	Wed 22/11/23	221	Kate Manderson,Prof Cable
178		0%		Finalise, approve, publish to Doc Catalogue, Horace, website, etc and link to eLearning module	5 days	Thu 23/11/23	Wed 29/11/23	177	Denise Morman,Michelle Massey
179		0%		Guidelines - Medical Assessment for Avia (o) Complete	0 days	Wed 29/11/23	Wed 29/11/23	178	
180		98%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	367 days	Mon 26/09/22	Tue 20/02/24		
181		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
182		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
183		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
184		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	183	Kate Manderson
185		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	184	Nathan Sullivan,Tony Hochberg
186		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	185	

Part 67 project schedule - v0.21 as at 30 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
187		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	186	Suzanne Petrie
188		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	187FF	Suzanne Petrie
189		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
190		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	189	Suzanne Petrie
191		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	190	Chris Monahan,Paul Hibberd
192		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	191	Andreas Marcelja
193		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	192	Andreas Marcelja
194		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	193	Chace Eldridge
195		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
196		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
197		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
198		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
199		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	198	Chace Eldridge
200		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	199	Part 67 TWG members,Chace Eldridge
201		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	200	Kate Manderson
202		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	201	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
203		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
204		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	203	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
205		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	204	Chace Eldridge,Matt Di Toro
206		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
207		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	206	Chace Eldridge
208		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	207	Chace Eldridge,Part 67 TWG members
209		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	208	Kate Manderson
210		100%		TWG report circulated back to the TWG for feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	209	Chace Eldridge
211		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	210	Pat Murray
212		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	211	Web team
213		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	211FF	Pat Murray
214		90%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair (informal advice sent to ASAP Chair 26 October).	44 days	Tue 5/09/23	Fri 3/11/23	213	Pip Spence
215		100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23	214	Suzanne Petrie
216		97%		Public consultation on policy proposal	192 days	Mon 29/05/23	Tue 20/02/24		

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
217		100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen, Kate Manderson, Nathan Sullivan, Tony Hochberg, Carlie Brewer, Suzanne Petrie
218		100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	217FF	
219		100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	218SS	Fran Hannan, Mel Hamilton, Michelle Massey, Nathan Sullivan
220		100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	219SS	Elizabeth Goosen
221		20%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	217	
222		0%		Callida Consulting contract	93 days	Tue 26/09/23	Fri 9/02/24		
223		100%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		
224		100%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	223	
225		100%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	224	
226		90%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	225	
227		0%		Contract Milestone - Analyse and Deliver Phases	34 days	Tue 31/10/23	Fri 15/12/23		
228		0%		Present Findings Dashboard	1 day	Fri 15/12/23	Fri 15/12/23	227FF	
229		0%		Provide written themes report	1 day	Fri 15/12/23	Fri 15/12/23	227FF	
230		0%		Draft SOC	1 day	Fri 15/12/23	Fri 15/12/23	227FF	
231		0%		Final SOC	5 days	Mon 18/12/23	Fri 22/12/23	230	
232		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	231	
233		0%		Continue after Xmas - Final SOC	24 days	Tue 2/01/24	Fri 2/02/24	232	
234		0%		Provide brief presentation of findings	5 days	Mon 5/02/24	Fri 9/02/24	233	
235		0%		Callida Contract complete	0 days	Fri 9/02/24	Fri 9/02/24	234	
236		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Mon 5/02/24	Tue 6/02/24	233	Michelle Massey
237		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	7 days	Wed 7/02/24	Thu 15/02/24	236	Carlie Brewer
238		0%		SED provides the DAS with the comms pack and SOC	1 day	Fri 16/02/24	Fri 16/02/24	237	Amanda Palmer
239		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Fri 16/02/24	Fri 16/02/24	237	Amanda Palmer
240		0%		SOC and responses published to Consultation Hub and comms released	2 days	Mon 19/02/24	Tue 20/02/24	239	Carlie Brewer, Elizabeth Goosen, Fran Hannan, Mel Hamilton
241		0%		Public consultation and SOC completed	0 days	Tue 20/02/24	Tue 20/02/24	240	
242		55%		Exemption Instrument for Class 5 Medical Self-Declaration - (TWG review if approach changes post consultation)	281 days	Mon 23/01/23	Mon 19/02/24		
243		90%		Draft DIs for exemption instrument (noting public consultation on the policy is from 27 October to 17 November 2023) - assuming no extensions	215 days	Mon 23/01/23	Fri 17/11/23		Suzanne Petrie
244		0%		Update the DIs (and the policy) post public consultation feedback	14 days	Mon 20/11/23	Thu 7/12/23	243	Suzanne Petrie
245		0%		Consult DIs with internal stakeholders and rework until finalised	9 days	Mon 27/11/23	Thu 7/12/23	244FF	Paul Hibberd

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
246		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	1 day	Thu 7/12/23	Thu 7/12/23	244FF	Nathan Sullivan,Michelle Massey,Paul Hibberd
247		0%		SFR approved by EM SED	1 day	Thu 7/12/23	Thu 7/12/23	244FF	Andreas Marcelja
248		0%		Approved SFR submitted to LIRA	1 day	Thu 7/12/23	Thu 7/12/23	244FF	Michelle Massey
249		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted.	11 days	Fri 8/12/23	Fri 22/12/23	248	Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie,Paul Hibberd
250		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	249	
251		0%		Continue after Xmas - Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted.	9 days	Tue 2/01/24	Fri 12/01/24	250	
252		0%		Making the exemption instrument	52 days	Fri 8/12/23	Mon 19/02/24		
253		0%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	14 days	Fri 8/12/23	Fri 22/12/23	249SS	Suzanne Petrie,Paul Hibberd
254		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	253	
255		0%		Continue after Xmas - Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	14 days	Tue 2/01/24	Fri 19/01/24	254	
256		0%		Finalise instrument package and complete editorial reviews	7 days	Mon 22/01/24	Tue 30/01/24	255	Paul Hibberd
257		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	1 day	Wed 31/01/24	Wed 31/01/24	256	Andreas Marcelja,Michelle Massey,Paul Hibberd
258		0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	10 days	Thu 1/02/24	Wed 14/02/24	257	Pip Spence,Paul Hibberd
259		0%		Instrument Made	0 days	Wed 14/02/24	Wed 14/02/24	258	Pip Spence
260		0%		Register on FRLI (within 2 days)	2 days	Thu 15/02/24	Fri 16/02/24	259	Nadia Spesyvy
261		0%		Notify internal stakeholders	1 day	Mon 19/02/24	Mon 19/02/24	260	Mel Hamilton
262		0%		Update project webpage	1 day	Mon 19/02/24	Mon 19/02/24	260	Carlie Brewer
263		0%		Update subscriber notifications	1 day	Mon 19/02/24	Mon 19/02/24	260	Mel Hamilton
264		0%		Instrument for Class 5 medical self-declaration complete	0 days	Mon 19/02/24	Mon 19/02/24	263	
265		0%		Cost and economic impact analysis report	20 days	Wed 1/11/23	Tue 28/11/23		
266		0%		Discuss requirements, review risks and policy, etc	3 days	Wed 1/11/23	Fri 3/11/23		David Gilbert
267		0%		Prepare first draft	5 days	Mon 6/11/23	Fri 10/11/23	266	David Gilbert
268		0%		Circulate for feedback	5 days	Mon 13/11/23	Fri 17/11/23	267	David Gilbert
269		0%		Incorporate feedback	2 days	Mon 20/11/23	Tue 21/11/23	268	David Gilbert
270		0%		Circulate for approval	3 days	Wed 22/11/23	Fri 24/11/23	269	David Gilbert
271		0%		Incorporate into ES / final package to the DAS	2 days	Mon 27/11/23	Tue 28/11/23	270	Paul Hibberd
272		0%		Cost and economic impact analysis report complete	0 days	Tue 28/11/23	Tue 28/11/23	271	
273		48%		Implementation Tasks	449 days?	Wed 15/06/22	Mon 4/03/24		
274		100%		MRS enhancements	62 days	Wed 13/09/23	Thu 7/12/23		
275		100%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
276		100%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	275	
277		100%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	276	
278		20%		MRS build	20 days	Mon 23/10/23	Fri 17/11/23	277	
279		0%		Test	5 days	Mon 20/11/23	Fri 24/11/23	278	
280		0%		Re-test	5 days	Mon 27/11/23	Fri 1/12/23	279	

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
281	0%		UAT	5 days	Mon 27/11/23	Fri 1/12/23	280SS	
282	0%		Re-test	2 days	Mon 4/12/23	Tue 5/12/23	281	
283	0%		Sign-off	1 day	Wed 6/12/23	Wed 6/12/23	282	
284	0%		Ready	1 day	Thu 7/12/23	Thu 7/12/23	283	
285	0%		Temporary Management Instruction (for CSC)	35 days	Mon 27/11/23	Fri 12/01/24		
286	0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	5 days	Mon 27/11/23	Fri 1/12/23		
287	0%		TMI reviewed by CSC staff	5 days	Mon 4/12/23	Fri 8/12/23	286	
288	0%		Feedback incorporated	3 days	Mon 11/12/23	Wed 13/12/23	287	
289	0%		TMI approved	3 days	Mon 11/12/23	Wed 13/12/23	287	
290	0%		TMI goes through QCP process	7 days	Thu 14/12/23	Fri 22/12/23	289	
291	0%		Xmas break	6 days	Mon 25/12/23	Mon 1/01/24	290	
292	0%		TMI published in Document Catalogue	5 days	Tue 2/01/24	Mon 8/01/24	291	
293	0%		Staff advised	4 days	Tue 9/01/24	Fri 12/01/24	292	
294	0%		Temporary Management Instruction complete	0 days	Fri 12/01/24	Fri 12/01/24	293	
295	0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
305	0%		Assessor Guidance Procedures Manual	449 days	Wed 15/06/22	Mon 4/03/24		
306	0%		Identify amendments	15 days	Mon 27/11/23	Fri 15/12/23	286SS	
307	0%		SME review	5 days	Mon 18/12/23	Fri 22/12/23	306	
308	0%		Update following SME review	5 days	Mon 25/12/23	Fri 29/12/23	307	
309	0%		Approval	5 days	Mon 1/01/24	Fri 5/01/24	308	
310	0%		Xmas break	20 days	Mon 8/01/24	Fri 2/02/24	309	
311	0%		QCP process	15 days	Mon 5/02/24	Fri 23/02/24	310	
312	0%		Assessor Guidance Procedures Manual published in Document Catalogue - Denise to check - its not in there now.	5 days	Mon 26/02/24	Fri 1/03/24	311	
313	0%		Staff advised	1 day	Mon 4/03/24	Mon 4/03/24	312	
314	0%		Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
315	0%		Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
316	0%		Tim B, Nathan, Kate, Tony to advise	1 day?	Wed 15/06/22	Wed 15/06/22		
317	0%		Document the audit process - Kelsey to help document - auditing against false declarations etc	1 day?	Wed 15/06/22	Wed 15/06/22		
318	0%		Document Trees	6 days?	Mon 27/11/23	Mon 4/12/23		
319	0%		Identify which document trees need to be updated	2 days	Mon 27/11/23	Tue 28/11/23	286SS	
320	0%		Update document trees within the various artefacts	3 days	Wed 29/11/23	Fri 1/12/23	319	
321	0%		Kelsey to advise which artefacts need to be updated	1 day?	Mon 4/12/23	Mon 4/12/23	320	
322	0%		Work Instructions	407 days?	Wed 15/06/22	Thu 4/01/24		
323	0%		Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Last review date March 2022	407 days?	Wed 15/06/22	Thu 4/01/24		
324	0%		Identify amendments	10 days	Mon 11/12/23	Fri 22/12/23	286SS+10 da	
325	0%		SME review	5 days	Mon 25/12/23	Fri 29/12/23	324	
326	0%		Update following SME review	1 day	Mon 1/01/24	Mon 1/01/24	325	
327	0%		Approval	3 days	Tue 2/01/24	Thu 4/01/24	326	
328	0%		Work Instruction to form part of internal training	5 days	Wed 15/06/22	Tue 21/06/22		
329	0%		QCP process	15 days	Wed 22/06/22	Tue 12/07/22	328	
330	0%		Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	2 days	Wed 13/07/22	Thu 14/07/22	329	
331	0%		Staff advised	1 day	Fri 15/07/22	Fri 15/07/22	330	
332	0%		Aviation Medicine Assessor Role Work Instruction complete	0 days	Fri 15/07/22	Fri 15/07/22	331	
333	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
334	0%		Potentially update the Work Instructions to include Class 5 (Clin Gov person)???	1 day?	Wed 15/06/22	Wed 15/06/22		
335	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		

Part 67 project schedule - v0.21 as at 30 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
336		0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
338		100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
341		0%		Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
353		100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
359		93%		Journey Maps (current and future state)	385 days	Mon 4/07/22	Fri 22/12/23		
360		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
361		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
362		100%		Engagement Brief developed and approved	73 days	Wed 20/07/22	Fri 4/11/22	361	Ben MacLaren, Denise Morman
363		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	362SS	Ben MacLaren, Denise Morman
364		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	362SS	Ben MacLaren
365		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	364	Denise Morman
366		80%		Draft Journey Map (Class 5 medical self-declared) prepared and reworked until final (future state)	238 days	Wed 25/01/23	Fri 22/12/23	365	Ben MacLaren
367		0%		Journey maps complete	0 days	Fri 22/12/23	Fri 22/12/23	366	
368		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
375		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
386		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
387		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
388		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
389		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	388	Simon Gojkovic, Ben MacLaren, Simon Boddy
390		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	389	Denise Morman
391		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	390	
392		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
393		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
394		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
395		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
396		100%		Risk assessment workshop (Part 2) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
397		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	396	Mark Roberts
398		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	397	Mark Roberts, Denise Morman
399		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	398	Denise Morman
400		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	399	Denise Morman
401		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
402		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		

Part 67 project schedule - v0.21 as at 30 October 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
403		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
404		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
405		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
406		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	405	
407		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
408		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	407	
409		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
417		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
418		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
419		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	5 days	Mon 4/12/23	Fri 8/12/23	418	Paul Hibberd, Steering Committee members
420		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	419	Steering Committee members
421		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	420	Andreas Marcelja
422		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	421	Chris Monahan
423		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	422	
424		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
425		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	257	Denise Morman
426		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	425	Denise Morman
427		0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	426	Denise Morman
428		0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	427	
429		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
431		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
564		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
571		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.22 as at 6 November 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	52%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	74%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	398 days?	Wed 15/06/22	Fri 22/12/23		
64	100%		Communication Strategy	290 days	Fri 12/06/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	20 days	Mon 27/11/23	Fri 22/12/23		
80	0%		Develop Implementation Plan (Communications)	3 days	Mon 27/11/23	Wed 29/11/23		
81	0%		Send Implementation Plan (Communications) to project for review	3 days	Thu 30/11/23	Mon 4/12/23	80	
82	0%		Update and send Implementation Plan (Communications) for final approval	6 days	Tue 5/12/23	Tue 12/12/23	81	
83	0%		Execute Implementation Plan (Communications) - timeframe to be determined with rest of project timing	8 days	Wed 13/12/23	Fri 22/12/23	82	
84	100%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	325 days	Tue 6/09/22	Mon 4/12/23		
85	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
86	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	85	Nicky Speers,Tony Hochberg
87	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	86FF	Nicky Speers
88	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
89	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	87	Nicky Speers
90	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	89	Andreas Marcelja
91	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
92	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
93	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	92	Philippa Crome
94	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
95	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
96	0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	95	




























































Part 67 project schedule - v0.22 as at 6 November 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97	100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson, Mel Wildey
98	100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	97SS+1 day	Kate Manderson, Prof Cab
99	100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	98	Mel Wildey, Prof Cab, Kate Manderson
100	0%		eLearning Module - Introduction	60 days	Tue 12/09/23	Mon 4/12/23		
101	100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
102	100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
103	100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
104	100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
105	100%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	104	
106	100%		SME sign off	3 days	Mon 30/10/23	Wed 1/11/23	105	
107	100%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	106	
108	0%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	107FF	
109	0%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	108	
110	0%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	109SS	
111	0%		Course Sponsor sign off	4 days	Tue 7/11/23	Fri 10/11/23	109SS	
112	0%		Input Quality Assurance Feedback	5 days	Mon 13/11/23	Fri 17/11/23	111	
113	0%		Input LIRA review feedback	5 days	Mon 13/11/23	Fri 17/11/23	112SS	
114	0%		Input Course Sponsor feedback	5 days	Mon 13/11/23	Fri 17/11/23	112SS	
115	0%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	114	
116	0%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	115	
117	0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	116SS+2 day	
118	0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	117SS	
119	0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	118SS+2 day	
120	0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
135	0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	134	
136	0%		CSC AvMed Artefacts	418 days?	Wed 15/06/22	Fri 19/01/24		
137	0%		Internal	1 day?	Mon 27/11/23	Mon 27/11/23	320SS	Kelsey Kadam
138	0%		Information pack for staff	1 day?	Mon 27/11/23	Mon 27/11/23		
139	0%		Create	1 day?	Mon 27/11/23	Mon 27/11/23		
140	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
141	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
142	0%		Audit Process for Aviation Medicals (CASA-04-5895)	1 day?	Mon 27/11/23	Mon 27/11/23		
143	0%		Identify changes	1 day?	Mon 27/11/23	Mon 27/11/23		
144	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
145	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
146	0%		Aviation Medicine Complex Case Work Instruction (CASA-04-5929)	1 day?	Mon 27/11/23	Mon 27/11/23		
147	0%		Update	1 day?	Mon 27/11/23	Mon 27/11/23		
148	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
149	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
150	0%		Basic Class 2 Decision Tree	1 day?	Mon 27/11/23	Mon 27/11/23		
151	0%		Update	1 day?	Mon 27/11/23	Mon 27/11/23		
152	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
153	0%		<New Task>	1 day?	Mon 27/11/23	Mon 27/11/23		
154	0%		CLASS "Introduction to Aviation Medicine" eLearning module	1 day?	Mon 27/11/23	Mon 27/11/23		

Part 67 project schedule - v0.22 as at 6 November 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
155	0%		eLearning module to be updated in early 2024 - requires screen shots, details of Class 5, voiceover from Ange Pearman and Training Branch to include in sprint planning"	1 day?	Mon 27/11/23	Mon 27/11/23		
156	0%		add workflow	1 day?	Mon 27/11/23	Mon 27/11/23		
157	0%		External	418 days?	Wed 15/06/22	Fri 19/01/24		
158	0%		Update DAME Handbook (CASA-03-0172)	1 day?	Wed 15/06/22	Wed 15/06/22		
159	0%		changes to handbook	1 day?	Wed 15/06/22	Wed 15/06/22		
160	0%		changes to website as HTML	1 day?	Wed 15/06/22	Wed 15/06/22		
161	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
162	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
163	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
164	0%		MRS User Guides (not required before commencement)	418 days?	Wed 15/06/22	Fri 19/01/24		
165	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
166	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
167	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
168	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
169	0%		xx	40 days	Mon 27/11/23	Fri 19/01/24	320SS	Kelsey Kadam
170	0%		"Introduction to Aviation Medicine" eLearning module to be updated in early 2024 - requires screen shots, details of Class 5, voiceover from Ange Pearman and Training Branch to include in sprint planning	30 days	Mon 23/01/23	Fri 3/03/23		Ange Pearman, Mel Wildey, Nathan Sullivan
171	54%		CSC FCL Artefacts (Vanessa)	323 days?	Wed 15/06/22	Fri 8/09/23		
172	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
173	0%		<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
174	54%		External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
193	86%		SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	449 days?	Wed 15/06/22	Mon 4/03/24		
194	95%		Develop "Guidelines - Medical Assessment for Aviation"	217 days	Tue 31/01/23	Wed 29/11/23		
195	100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 5. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
196	100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	195	Andreas Marcelja, Pip Spence
197	100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	196	Kate Manderson, Michelle Massey, Nathan Sullivan
198	100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	197	Kate Manderson, Michelle Massey, Nathan Sullivan
199	100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	198	Prof Cable, Dr Schiemer
200	100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	199	Dr Schiemer, Prof Cable
201	100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	199	Dean Lammiman, Denise Morman, Michelle Massey

Part 67 project schedule - v0.22 as at 6 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
202		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	201	Dean Lammiman, Kate Manderson, Tony Hochberg
203		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
204		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	203	
205		0%		Nathan Sullivan to conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	204	Nathan Sullivan
206		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	204SS	Carlie Brewer, Maryanne Ashton-Sporne
207		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	206	Nathan Sullivan
208		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	207	Michelle Massey
209		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	206FF	Dean Lammiman
210		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	209FF	Carlie Brewer, Elizabeth Goosen
211		0%		Update (if required) following public consultation	3 days	Mon 20/11/23	Wed 22/11/23	255	Kate Manderson, Prof Cable
212		0%		Finalise, approve, publish to Doc Catalogue, Horace, website, etc and link to eLearning module	5 days	Thu 23/11/23	Wed 29/11/23	211	Denise Morman, Michelle Massey
213		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Wed 29/11/23	Wed 29/11/23	212	
214		98%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	367 days	Mon 26/09/22	Tue 20/02/24		
215		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd, Denise Morman
216		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
217		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
218		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	217	Kate Manderson
219		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	218	Nathan Sullivan, Tony Hochberg
220		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	219	
221		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	220	Suzanne Petrie
222		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	221FF	Suzanne Petrie
223		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
224		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	223	Suzanne Petrie
225		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	224	Chris Monahan, Paul Hibberd
226		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	225	Andreas Marcelja
227		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	226	Andreas Marcelja
228		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	227	Chace Eldridge
229		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
230		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
231		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
232		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
233		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	232	Chace Eldridge

Part 67 project schedule - v0.22 as at 6 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
234		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	233	Part 67 TWG members,Chace Eldridge
235		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	234	Kate Manderson
236		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	235	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
237		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
238		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	237	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
239		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	238	Chace Eldridge,Matt Di Toro
240		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
241		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	240	Chace Eldridge
242		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	241	Chace Eldridge,Part 67 TWG members
243		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	242	Kate Manderson
244		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	243	Chace Eldridge
245		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	244	Pat Murray
246		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	245	Web team
247		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	245FF	Pat Murray
248		90%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair (informal advice sent to ASAP Chair 26 October).	44 days	Tue 5/09/23	Fri 3/11/23	247	Pip Spence
249		100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23	248	Suzanne Petrie
250		97%		Public consultation on policy proposal	192 days	Mon 29/05/23	Tue 20/02/24		
251		100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
252		100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	251FF	
253		100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	252SS	Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
254		100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	253SS	Elizabeth Goosen
255		30%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	251	
256		0%		Callida Consulting contract	99 days	Tue 26/09/23	Fri 9/02/24		
257		100%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
258		100%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	257	
259		100%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	258	
260		90%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	259	
261		0%		Contract Milestone - Analyse and Deliver Phases	34 days	Tue 31/10/23	Fri 15/12/23		
262		0%		Present Findings Dashboard	1 day	Fri 15/12/23	Fri 15/12/23	261FF	
263		0%		Provide written themes report	1 day	Fri 15/12/23	Fri 15/12/23	261FF	
264		0%		Draft SOC	1 day	Fri 15/12/23	Fri 15/12/23	261FF	
265		0%		Final SOC	5 days	Mon 18/12/23	Fri 22/12/23	264	
266		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	265	
267		0%		Continue after Xmas - Final SOC	24 days	Tue 2/01/24	Fri 2/02/24	266	
268		0%		Provide brief presentation of findings	5 days	Mon 5/02/24	Fri 9/02/24	267	
269		0%		Callida Contract complete	0 days	Fri 9/02/24	Fri 9/02/24	268	
270		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Mon 5/02/24	Tue 6/02/24	267	Michelle Massey
271		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	7 days	Wed 7/02/24	Thu 15/02/24	270	Carlie Brewer
272		0%		SED provides the DAS with the comms pack and SOC	1 day	Fri 16/02/24	Fri 16/02/24	271	Amanda Palmer
273		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Fri 16/02/24	Fri 16/02/24	271	Amanda Palmer
274		0%		SOC and responses published to Consultation Hub and comms released	2 days	Mon 19/02/24	Tue 20/02/24	273	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
275		0%		Public consultation and SOC completed	0 days	Tue 20/02/24	Tue 20/02/24	274	
276		55%		Exemption Instrument for Class 5 Medical Self-Declaration - (TWG review if approach changes post consultation)	281 days	Mon 23/01/23	Mon 19/02/24		
277		90%		Draft DIs for exemption instrument (noting public consultation on the policy is from 27 October to 17 November 2023) - assuming no extensions	215 days	Mon 23/01/23	Fri 17/11/23		Suzanne Petrie
278		0%		Update the DIs (and the policy) post public consultation feedback	14 days	Mon 20/11/23	Thu 7/12/23	277	Suzanne Petrie
279		0%		Consult DIs with internal stakeholders and rework until finalised	9 days	Mon 27/11/23	Thu 7/12/23	278FF	Paul Hibberd
280		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	1 day	Thu 7/12/23	Thu 7/12/23	278FF	Nathan Sullivan,Michelle Massey,Paul Hibberd
281		0%		SFR approved by EM SED	1 day	Thu 7/12/23	Thu 7/12/23	278FF	Andreas Marcelja
282		0%		Approved SFR submitted to LIRA	1 day	Thu 7/12/23	Thu 7/12/23	278FF	Michelle Massey
283		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted.	11 days	Fri 8/12/23	Fri 22/12/23	282	Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie,Paul Hibberd
284		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	283	
285		0%		Continue after Xmas - Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted	9 days	Tue 2/01/24	Fri 12/01/24	284	
286		0%		Making the exemption instrument	52 days	Fri 8/12/23	Mon 19/02/24		
287		0%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	11 days	Fri 8/12/23	Fri 22/12/23	283SS	Suzanne Petrie,Paul Hibberd
288		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	287	
289		0%		Continue after Xmas - Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	14 days	Tue 2/01/24	Fri 19/01/24	288	

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
290	0%		Finalise instrument package and complete editorial reviews	7 days	Mon 22/01/24	Tue 30/01/24	289	Paul Hibberd
291	0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	1 day	Wed 31/01/24	Wed 31/01/24	290	Andreas Marcelja,Michelle Massey,Paul Hibberd
292	0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	10 days	Thu 1/02/24	Wed 14/02/24	291	Pip Spence,Paul Hibberd
293	0%		Instrument Made	0 days	Wed 14/02/24	Wed 14/02/24	292	Pip Spence
294	0%		Register on FRLI (within 2 days)	2 days	Thu 15/02/24	Fri 16/02/24	293	Nadia Spesyvy
295	0%		Notify internal stakeholders	1 day	Mon 19/02/24	Mon 19/02/24	294	Mel Hamilton
296	0%		Update project webpage	1 day	Mon 19/02/24	Mon 19/02/24	294	Carlie Brewer
297	0%		Update subscriber notifications	1 day	Mon 19/02/24	Mon 19/02/24	294	Mel Hamilton
298	0%		Instrument for Class 5 medical self-declaration complete	0 days	Mon 19/02/24	Mon 19/02/24	297	
299	0%		Cost and economic impact analysis report	20 days	Wed 11/11/23	Tue 28/11/23		
300	0%		Discuss requirements, review risks and policy, etc.	3 days	Wed 11/11/23	Fri 3/11/23		David Gilbert
301	0%		Prepare first draft	5 days	Mon 6/11/23	Fri 10/11/23	300	David Gilbert
302	0%		Circulate for feedback	5 days	Mon 13/11/23	Fri 17/11/23	301	David Gilbert
303	0%		Incorporate feedback	2 days	Mon 20/11/23	Tue 21/11/23	302	David Gilbert
304	0%		Circulate for approval	3 days	Wed 22/11/23	Fri 24/11/23	303	David Gilbert
305	0%		Incorporate into ES / final package to the DAS	2 days	Mon 27/11/23	Tue 28/11/23	304	Paul Hibberd
306	0%		Cost and economic impact analysis report complete	0 days	Tue 28/11/23	Tue 28/11/23	305	
307	48%		Implementation Tasks	449 days?	Wed 15/06/22	Mon 4/03/24		
308	100%		MRS enhancements	62 days	Wed 13/09/23	Thu 7/12/23		
309	100%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
310	100%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	309	
311	100%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	310	
312	20%		MRS build	20 days	Mon 23/10/23	Fri 17/11/23	311	
313	0%		Test	5 days	Mon 20/11/23	Fri 24/11/23	312	
314	0%		Re-test	5 days	Mon 27/11/23	Fri 1/12/23	313	
315	0%		UAT	5 days	Mon 27/11/23	Fri 1/12/23	314SS	
316	0%		Re-test	2 days	Mon 4/12/23	Tue 5/12/23	315	
317	0%		Sign-off	1 day	Wed 6/12/23	Wed 6/12/23	316	
318	0%		Ready	1 day	Thu 7/12/23	Thu 7/12/23	317	
319	0%		Temporary Management Instruction (for CSC)	35 days	Mon 27/11/23	Fri 12/01/24		
320	0%		Draft Temporary Management Instrument Instruction (TMI) for CSC staff	5 days	Mon 27/11/23	Fri 1/12/23		
321	0%		TMI reviewed by CSC staff	5 days	Mon 4/12/23	Fri 8/12/23	320	
322	0%		Feedback incorporated	3 days	Mon 11/12/23	Wed 13/12/23	321	
323	0%		TMI approved	3 days	Mon 11/12/23	Wed 13/12/23	321	
324	0%		TMI goes through QCP process	7 days	Thu 14/12/23	Fri 22/12/23	323	
325	0%		Xmas break	6 days	Mon 25/12/23	Mon 1/01/24	324	
326	0%		TMI published in Document Catalogue	5 days	Tue 2/01/24	Mon 8/01/24	325	
327	0%		Staff advised	4 days	Tue 9/01/24	Fri 12/01/24	326	
328	0%		Temporary Management Instruction complete	0 days	Fri 12/01/24	Fri 12/01/24	327	
329	0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
339	0%		Assessor Guidance Procedures Manual	449 days	Wed 15/06/22	Mon 4/03/24		
340	0%		Identify amendments	15 days	Mon 27/11/23	Fri 15/12/23	320SS	
341	0%		SME review	5 days	Mon 18/12/23	Fri 22/12/23	340	
342	0%		Update following SME review	5 days	Mon 25/12/23	Fri 29/12/23	341	
343	0%		Approval	5 days	Mon 1/01/24	Fri 5/01/24	342	
344	0%		Xmas break	20 days	Mon 8/01/24	Fri 2/02/24	343	















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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
345	0%	➡	QCP process	15 days	Mon 5/02/24	Fri 23/02/24	344	
346	0%	➡	Assessor Guidance Procedures Manual published in Document Catalogue - Denise to check - its not in there now.	5 days	Mon 26/02/24	Fri 1/03/24	345	
347	0%	➡	Staff advised	1 day	Mon 4/03/24	Mon 4/03/24	346	
348	0%	➡	Assessor Guidance Procedures Manual complete	0 days	Wed 15/06/22	Wed 15/06/22		
349	0%	➡	Quality Assurance Framework and Audit Program	1 day?	Wed 15/06/22	Wed 15/06/22		
350	0%	➡	Tim B, Nathan, Kate, Tony to advise	1 day?	Wed 15/06/22	Wed 15/06/22		
351	0%	➡	Document the audit process - Kelsey to help document - auditing against false declarations etc	1 day?	Wed 15/06/22	Wed 15/06/22		
352	0%	➡	Document Trees	6 days?	Mon 27/11/23	Mon 4/12/23		
353	0%	➡	Identify which document trees need to be updated	2 days	Mon 27/11/23	Tue 28/11/23	320SS	
354	0%	➡	Update document trees within the various artefacts	3 days	Wed 29/11/23	Fri 1/12/23	353	
355	0%	➡	Kelsey to advise which artefacts need to be updated	1 day?	Mon 4/12/23	Mon 4/12/23	354	
356	0%	➡	Work Instructions	407 days?	Wed 15/06/22	Thu 4/01/24		
357	0%	➡	Aviation Medicine Assessor Role Work Instruction (CASA-03-0173) Last review date March 2022	407 days?	Wed 15/06/22	Thu 4/01/24		
358	0%	➡	Identify amendments	10 days	Mon 11/12/23	Fri 22/12/23	320SS+10 da	
359	0%	➡	SME review	5 days	Mon 25/12/23	Fri 29/12/23	358	
360	0%	➡	Update following SME review	1 day	Mon 1/01/24	Mon 1/01/24	359	
361	0%	➡	Approval	3 days	Tue 2/01/24	Thu 4/01/24	360	
362	0%	➡	Work Instruction to form part of internal training	5 days	Wed 15/06/22	Tue 21/06/22		
363	0%	➡	QCP process	15 days	Wed 22/06/22	Tue 12/07/22	362	
364	0%	➡	Aviation Medicine Assessor Role Work Instruction published in Document Catalogue	2 days	Wed 13/07/22	Thu 14/07/22	363	
365	0%	➡	Staff advised	1 day	Fri 15/07/22	Fri 15/07/22	364	
366	0%	➡	Aviation Medicine Assessor Role Work Instruction complete	0 days	Fri 15/07/22	Fri 15/07/22	365	
367	0%	➡	<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
368	0%	➡	Potentially update the Work Instructions to include Class 5 (Clin Gov person)???	1 day?	Wed 15/06/22	Wed 15/06/22		
369	0%	➡	<New Task>	1 day?	Wed 15/06/22	Wed 15/06/22		
370	0%	➡	MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
372	100%	➡	Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
375	0%	➡	Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
387	100%	➡	Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
393	93%	➡	Journey Maps (current and future state)	385 days	Mon 4/07/22	Fri 22/12/23		
394	100%	➡	RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
395	100%	➡	Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
396	100%	➡	Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	395	Ben MacLaren, Denise Morman
397	100%	➡	Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	396SS	Ben MacLaren, Denise Morman
398	100%	➡	Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	396SS	Ben MacLaren
399	100%	➡	Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	398	Denise Morman

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
400		80%		Draft Journey Map (Class 5 medical self-declared) prepared and reworked until final (future state)	238 days	Wed 25/01/23	Fri 22/12/23	399	Ben MacLaren
401		0%		Journey maps complete	0 days	Fri 22/12/23	Fri 22/12/23	400	
402		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
409		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
420		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/23	Mon 12/02/24		
421		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
422		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
423		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	422	Simon Gojkovic,Ben MacLaren,Simon Boddy
424		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	423	Denise Morman
425		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	424	
426		26%		Risk Assessment Workshops / Risk Register Developed	190 days	Thu 24/11/22	Tue 22/08/23		
427		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
428		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
429		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
430		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
431		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	430	Mark Roberts
432		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	431	Mark Roberts,Denise Morman
433		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	432	Denise Morman
434		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	433	Denise Morman
435		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
436		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		
437		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
438		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
439		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
440		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	439	
441		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
442		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	441	
443		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
451		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
452		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
453		0%		PMP approved by Branch Manager TRC and circulated to Steering Committee members for review	5 days	Mon 4/12/23	Fri 8/12/23	452	Paul Hibberd,Steering Committee members
454		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	453	Steering Committee members
455		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	454	Andreas Marcelja
456		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	455	Chris Monahan

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
457		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	456	
458		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
459		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	291	Denise Morman
460		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	459	Denise Morman
461		0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	460	Denise Morman
462		0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	461	
463		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
465		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
598		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
605		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.23 as at 13 November 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	49%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	68%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	398 days?	Wed 15/06/22	Fri 22/12/23		
64	100%		Communication Strategy	290 days	Fri 12/06/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	20 days	Mon 27/11/23	Fri 22/12/23		
80	0%		Develop Implementation Plan (Communications)	3 days	Mon 27/11/23	Wed 29/11/23		
81	0%		Send Implementation Plan (Communications) to project for review	3 days	Thu 30/11/23	Mon 4/12/23	80	
82	0%		Update and send Implementation Plan (Communications) for final approval	6 days	Tue 5/12/23	Tue 12/12/23	81	
83	0%		Execute Implementation Plan (Communications) - timeframe to be determined with rest of project timing	8 days	Wed 13/12/23	Fri 22/12/23	82	
84	100%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	329 days	Tue 6/09/22	Fri 8/12/23		
85	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
86	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	85	Nicky Speers,Tony Hochberg
87	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	86FF	Nicky Speers
88	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
89	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	87	Nicky Speers
90	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	89	Andreas Marcelja
91	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
92	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
93	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	92	Philippa Crome
94	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
95	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
96	0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	95	

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson,Mel Wildey
98		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	97SS+1 day	Kate Manderson,Prof Cab
99		100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	98	Mel Wildey,Prof Cab,Kate Manderson
100		0%		eLearning Module - Introduction	64 days	Tue 12/09/23	Fri 8/12/23		
101		100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
102		100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
103		100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
104		100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
105		100%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	104	
106		100%		SME sign off - Dr Tony Hochberg	3 days	Mon 30/10/23	Wed 1/11/23	105	
107		100%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	106	
108		100%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	107FF	
109		100%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	108	
110		100%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	109SS	
111		100%		Course Sponsor sign off - Andreas Marcelja	7 days	Tue 7/11/23	Wed 15/11/23	109SS	
112		100%		SME sign off - Dr Kate Manderson	6 days	Tue 7/11/23	Tue 14/11/23	109SS	
113		100%		Input Quality Assurance Feedback	2 days	Thu 16/11/23	Fri 17/11/23	111	
114		100%		Input Course Sponsor feedback	2 days	Thu 16/11/23	Fri 17/11/23	113SS	
115		100%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	114	
116		100%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	115	
117		0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	116SS+2 day	
118		0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	117SS	
119		0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	118SS+2 day	
120		0%		Finalisation and implementation delayed - awaiting publishing of final "Guidelines - Medical Assessment for Aviation"	1 day	Fri 8/12/23	Fri 8/12/23	304FF	
121		0%		eLearning Module - Introduction - complete	0 days	Fri 8/12/23	Fri 8/12/23	120	
122		0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
137		0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	136	
138		5%		CSC AvMed Artefacts	458 days?	Wed 15/06/22	Fri 15/03/24		
139		7%		Internal	90 days	Mon 13/11/23	Fri 15/03/24		Kelsey Kadam
140		0%		Information pack for staff	14 days	Mon 8/01/24	Thu 25/01/24		
141		0%		Create the information pack for staff who will be taking calls. Include the medical certificate comparisons table, FAQs and other important information	10 days	Mon 8/01/24	Fri 19/01/24		Kelsey Kadam
142		0%		OJT provided to RPAS and online services, AvMed and FCL	4 days	Mon 22/01/24	Thu 25/01/24	141	Kelsey Kadam
143		0%		Information pack for staff delivered and OJT provided	0 days	Thu 25/01/24	Thu 25/01/24	142	Kelsey Kadam
144		10%		Audit Process for Aviation Medicals (CASA-04-5895) Do this first then update the work instruction	28 days	Mon 13/11/23	Wed 20/12/23		
145		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam
146		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	145SS	Nathan Sullivan
147		100%		Create Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	145SS	QCP team
148		0%		Update process for Class 5	5 days	Mon 20/11/23	Fri 24/11/23	147	Kelsey Kadam
149		0%		Review updated process	3 days	Mon 27/11/23	Wed 29/11/23	148	Ange Pearman,Shannen Juleff

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
150		0%		Update process following review	1 day	Thu 30/11/23	Thu 30/11/23	149	Kelsey Kadam
151		0%		Review/approve final version	2 days	Fri 1/12/23	Mon 4/12/23	150	Ange Pearman
152		0%		QCP conduct quality check	5 days	Tue 5/12/23	Mon 11/12/23	151	QCP team
153		0%		Endorsement	1 day	Tue 12/12/23	Tue 12/12/23	152	Ange Pearman
154		0%		Approval	1 day	Wed 13/12/23	Wed 13/12/23	153	Nathan Sullivan
155		0%		QCP conduct final quality check and publish	5 days	Thu 14/12/23	Wed 20/12/23	154	QCP team
156		0%		Audit Process for Aviation Medicals update complete	0 days	Wed 20/12/23	Wed 20/12/23	155	
157		14%		Aviation Medicine Complex Case Work Instruction (CASA-04-5929)	26 days	Mon 13/11/23	Mon 18/12/23		
158		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam,Shannen Juleff
159		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	158SS	Nathan Sullivan
160		100%		Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	158SS	QCP team
161		0%		Update Work Instruction	3 days	Mon 20/11/23	Wed 22/11/23	160	Kelsey Kadam
162		0%		Review updated Work Instruction	3 days	Thu 23/11/23	Mon 27/11/23	161	Ange Pearman,Shannen Juleff
163		0%		Update Work Instruction following review	1 day	Tue 28/11/23	Tue 28/11/23	162	Kelsey Kadam
164		0%		Review/approve final version	2 days	Wed 29/11/23	Thu 30/11/23	163	Ange Pearman
165		0%		QCP conduct quality check	5 days	Fri 1/12/23	Thu 7/12/23	164	QCP team
166		0%		Endorsement	1 day	Fri 8/12/23	Fri 8/12/23	165	Ange Pearman
167		0%		Approval	1 day	Mon 11/12/23	Mon 11/12/23	166	Nathan Sullivan
168		0%		QCP conduct final quality check and publish	5 days	Tue 12/12/23	Mon 18/12/23	167	QCP team
169		0%		Aviation Medicine Complex Case Work Instruction update complete	0 days	Mon 18/12/23	Mon 18/12/23	168	
170		0%		Basic Class 2 Decision Tree	8 days	Mon 27/11/23	Wed 6/12/23		
171		0%		Update	3 days	Mon 27/11/23	Wed 29/11/23		Kelsey Kadam
172		0%		Review	2 days	Thu 30/11/23	Fri 1/12/23	171	Ange Pearman
173		0%		Approve	3 days	Mon 4/12/23	Wed 6/12/23	172	Nathan Sullivan
174		0%		Basic Class 2 / Class 5 medical self-declaration Decision Tree updated	0 days	Wed 6/12/23	Wed 6/12/23	173	
175		0%		CLASS "Introduction to Aviation Medicine" eLearning module (not required before commencement)	30 days	Mon 5/02/24	Fri 15/03/24		
177		0%		External	421 days?	Wed 15/06/22	Wed 24/01/24		
178		0%		Update DAME Handbook (CASA-03-0172)	43 days	Mon 27/11/23	Wed 24/01/24		
179		0%		Identify changes and submit request	5 days	Mon 27/11/23	Fri 1/12/23	232SS	Kelsey Kadam
180		0%		Approve request	1 day	Fri 1/12/23	Fri 1/12/23	179FF	Nathan Sullivan
181		0%		Create Collaboration Space	3 days	Mon 4/12/23	Wed 6/12/23	180	QCP team
182		0%		Identify changes to the DAME Handbook and changes to website as HTML	3 days	Thu 7/12/23	Mon 11/12/23	181	Kelsey Kadam
183		0%		Review and contribute content for updated DAME Handbook	3 days	Tue 12/12/23	Thu 14/12/23	182	Kate Manderson,Tony Hochberg
184		0%		Update DAME Handbook following review and send to LIRA	1 day	Fri 15/12/23	Fri 15/12/23	183	Kelsey Kadam
185		0%		LIRA review	5 days	Mon 18/12/23	Fri 22/12/23	184	Paul Hibberd
186		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	185	
187		0%		Update DAME Handbook following review by LIRA	2 days	Tue 2/01/24	Wed 3/01/24	186	Kelsey Kadam
188		0%		Review/approve final version	3 days	Thu 4/01/24	Mon 8/01/24	187	Kate Manderson
189		0%		QCP conduct quality check	5 days	Tue 9/01/24	Mon 15/01/24	188	QCP team
190		0%		Endorsement	1 day	Tue 16/01/24	Tue 16/01/24	189	Kate Manderson
191		0%		Approval	1 day	Wed 17/01/24	Wed 17/01/24	190	Nathan Sullivan
192		0%		QCP conduct final quality check and publish	5 days	Thu 18/01/24	Wed 24/01/24	191	QCP team
193		0%		DAME Handbook update complete	0 days	Wed 24/01/24	Wed 24/01/24	192	
194		0%		MRS User Guides (not required before commencement)	40 days?	Wed 15/06/22	Tue 9/08/22		

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
200		0%		CSC FCL Artefacts	343 days	Sat 1/10/22	Wed 24/01/24		
201		0%		Internal	35 days	Thu 30/11/23	Wed 17/01/24		
202		0%		Form 61-PLAc – Checklist – Initial Issue (Aeroplane/Helicopter) (CASA-04-5509)	35 days	Thu 30/11/23	Wed 17/01/24		
203		0%		Identify changes and submit request	5 days	Thu 30/11/23	Wed 6/12/23		Vanessa Ross
204		0%		Approve request	1 day	Wed 6/12/23	Wed 6/12/23	203FF	Nathan Sullivan
205		0%		Create Collaboration Space	3 days	Thu 7/12/23	Mon 11/12/23	204	QCP team
206		0%		Update medical section	2 days	Tue 12/12/23	Wed 13/12/23	205	Vanessa Ross
207		0%		Review updated Checklist	3 days	Thu 14/12/23	Mon 18/12/23	206	Dejan Jovanovic,Ronelle Knight-Moore
208		0%		Update Checklist following review	2 days	Tue 19/12/23	Wed 20/12/23	207	Vanessa Ross
209		0%		Review/approve final version	2 days	Thu 21/12/23	Fri 22/12/23	208	Ronelle Knight-Moore
210		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	209	
211		0%		QCP conduct quality check	5 days	Tue 2/01/24	Mon 8/01/24	210	QCP team
212		0%		Endorsement	1 day	Tue 9/01/24	Tue 9/01/24	211	Ronelle Knight-Moore
213		0%		Approval	1 day	Wed 10/01/24	Wed 10/01/24	212	Nathan Sullivan
214		0%		QCP conduct final quality check and publish	5 days	Thu 11/01/24	Wed 17/01/24	213	QCP team
215		0%		Form 61-PLAc - Checklist - Initial Issue (Aeroplane/Helicopter) update complete	0 days	Wed 17/01/24	Wed 17/01/24	214	
216		0%		Domestic Licence – Work Instructions (CASA-03-5834)	35 days	Thu 30/11/23	Wed 17/01/24		
217		0%		Identify changes and submit request	5 days	Thu 30/11/23	Wed 6/12/23		Vanessa Ross
218		0%		Approve request	1 day	Wed 6/12/23	Wed 6/12/23	217FF	Nathan Sullivan
219		0%		Create Collaboration Space	3 days	Thu 7/12/23	Mon 11/12/23	218	QCP team
220		0%		Update all references to minimum medical requirements for RPL	2 days	Tue 12/12/23	Wed 13/12/23	219	Vanessa Ross
221		0%		Review updated Work Instructions	3 days	Thu 14/12/23	Mon 18/12/23	220	Dejan Jovanovic,Ronelle Knight-Moore
222		0%		Update Work Instructions following review	2 days	Tue 19/12/23	Wed 20/12/23	221	Vanessa Ross
223		0%		Review/approve final version	2 days	Thu 21/12/23	Fri 22/12/23	222	Dejan Jovanovic
224		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	223	
225		0%		QCP conduct quality check	5 days	Tue 2/01/24	Mon 8/01/24	224	QCP team
226		0%		Endorsement	1 day	Tue 9/01/24	Tue 9/01/24	225	Dejan Jovanovic
227		0%		Approval	1 day	Wed 10/01/24	Wed 10/01/24	226	Nathan Sullivan
228		0%		QCP conduct final quality check and publish	5 days	Thu 11/01/24	Wed 17/01/24	227	QCP team
229		0%		Domestic Licence - Work Instructions update complete	0 days	Wed 17/01/24	Wed 17/01/24	228	
230		0%		External	43 days	Mon 27/11/23	Wed 24/01/24		
231		0%		Flight Crew Licensing Manual (CASA-13-0227)	41 days	Mon 27/11/23	Mon 22/01/24		
232		0%		Identify changes and submit request	5 days	Mon 27/11/23	Fri 1/12/23		Vanessa Ross
233		0%		Approve request	1 day	Fri 1/12/23	Fri 1/12/23	232FF	Sam Palaskonis
234		0%		Create Collaboration Space	3 days	Mon 4/12/23	Wed 6/12/23	233	QCP team
235		0%		Update Table 5.2 and other references to minimum medical requirements for RPL	2 days	Thu 7/12/23	Fri 8/12/23	234	Vanessa Ross
236		0%		Review updated information	2 days	Mon 11/12/23	Tue 12/12/23	235	Dejan Jovanovic
237		0%		Update information following review and send to LIRA	1 day	Wed 13/12/23	Wed 13/12/23	236	Vanessa Ross
238		0%		LIRA review	5 days	Thu 14/12/23	Wed 20/12/23	237	Paul Hibberd
239		0%		Update information following review by LIRA	2 days	Thu 21/12/23	Fri 22/12/23	238	Vanessa Ross
240		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	239	

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
241		0%		Review/approve final version	3 days	Tue 2/01/24	Thu 4/01/24	240	Dejan Jovanovic
242		0%		QCP conduct quality check	5 days	Fri 5/01/24	Thu 11/01/24	241	QCP team
243		0%		Endorsement	1 day	Fri 12/01/24	Fri 12/01/24	242	Dejan Jovanovic
244		0%		Approval	1 day	Mon 15/01/24	Mon 15/01/24	243	Sam Palaskonis
245		0%		QCP conduct final quality check and publish	5 days	Tue 16/01/24	Mon 22/01/24	244	QCP team
246		0%		Flight Crew Licensing Manual update complete	0 days	Mon 22/01/24	Mon 22/01/24	245	
247		0%		Form 61-PLA - Pilot Licence - Australian Civil Trained - CASA-04-5198 Not sure if we need this	43 days	Mon 27/11/23	Wed 24/01/24		
248		0%		Identify changes and submit request	5 days	Mon 27/11/23	Fri 1/12/23	232SS	Vanessa Ross
249		0%		Approve request	1 day	Fri 1/12/23	Fri 1/12/23	248FF	Dejan Jovanovic
250		0%		Create Collaboration Space	3 days	Mon 4/12/23	Wed 6/12/23	249	QCP team
251		0%		Update medicine section	1 day	Thu 7/12/23	Thu 7/12/23	250	Vanessa Ross
252		0%		Review updated form	2 days	Fri 8/12/23	Mon 11/12/23	251	Dejan Jovanovic,Ronelle Knight-Moore
253		0%		Update form following review and send to LIRA	1 day	Tue 12/12/23	Tue 12/12/23	252	Vanessa Ross
254		0%		LIRA review	5 days	Wed 13/12/23	Tue 19/12/23	253	Paul Hibberd
255		0%		EDO review	3 days	Wed 20/12/23	Fri 22/12/23	254	Ben MacLaren
256		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	255	
257		0%		Update form following review by LIRA and EDO	2 days	Tue 2/01/24	Wed 3/01/24	256	Vanessa Ross
258		0%		Review/approve final version	3 days	Thu 4/01/24	Mon 8/01/24	257	Dejan Jovanovic,Ronelle Knight-Moore
259		0%		QCP conduct quality check	5 days	Tue 9/01/24	Mon 15/01/24	258	QCP team
260		0%		Endorsement	1 day	Tue 16/01/24	Tue 16/01/24	259	Dejan Jovanovic
261		0%		Approval	1 day	Wed 17/01/24	Wed 17/01/24	260	Sam Palaskonis
262		0%		QCP conduct final quality check and publish	5 days	Thu 18/01/24	Wed 24/01/24	261	QCP team
263		0%		Form 61-PLA - Pilot Licence - Australian Civil Trained complete	0 days	Wed 24/01/24	Wed 24/01/24	262	
264		0%		External - How to task card - Flight Crew Licence - Getting your RPL (CASA 24-5121)	1 day?	Wed 15/06/22	Wed 15/06/22		
265		0%		External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
284		87%		SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	439 days?	Wed 15/06/22	Mon 19/02/24		
285		95%		Develop "Guidelines - Medical Assessment for Aviation"	224 days?	Tue 31/01/23	Fri 8/12/23		
286		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
287		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	286	Andreas Marcelja,Pip Spence
288		100%		BVR developed and approved re CASA - engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	287	Kate Manderson,Michelle Massey,Nathan Sullivan
289		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	288	Kate Manderson,Michelle Massey,Nathan Sullivan
290		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	289	Prof Cable,Dr Schiemer

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
291		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	290	Dr Schiemer, Prof Cable
292		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	290	Dean Lammiman, Denise Morman, Michelle Massey
293		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaison with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	292	Dean Lammiman, Kate Manderson, Tony Hochberg
294		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
295		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	294	
296		0%		Nathan Sullivan to conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	295	Nathan Sullivan
297		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	295SS	Carlie Brewer, Maryanne Ashton-Sporne
298		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	297	Nathan Sullivan
299		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	298	Michelle Massey
300		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	297FF	Dean Lammiman
301		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	300FF	Carlie Brewer, Elizabeth Goosen
302		0%		Identify amendments to draft Guidelines following public consultation	1 day?	Tue 28/11/23	Tue 28/11/23		
303		0%		Update (if required) following public consultation	3 days	Wed 29/11/23	Fri 1/12/23	302	Kate Manderson, Prof Cable
304		0%		Finalise, approve, publish to Doc Catalogue, Horace, website, etc and link to e-learning module	5 days	Mon 4/12/23	Fri 8/12/23	303	Denise Morman, Michelle Massey
305		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Fri 8/12/23	Fri 8/12/23	304	
306		98%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	351 days	Mon 26/09/22	Mon 29/01/24		
307		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd, Denise Morman
308		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
309		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
310		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	309	Kate Manderson
311		100%		Policy Statement reviewed by remaining AvMed SMEs and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	310	Nathan Sullivan, Tony Hochberg
312		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	311	
313		100%		All feedback from LIRA, FSB and Sports & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	312	Suzanne Petrie
314		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	313FF	Suzanne Petrie
315		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
316		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	315	Suzanne Petrie
317		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	316	Chris Monahan, Paul Hibberd
318		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	317	Andreas Marcelja
319		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	318	Andreas Marcelja

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
320	✓	100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	319	Chace Eldridge
321	✓	100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
322	✓	100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
323	✓	100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
324	✓	100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
325	✓	100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	324	Chace Eldridge
326	✓	100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	325	Part 67 TWG members, Chace Eldridge
327	✓	100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	326	Kate Manderson
328	✓	100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	327	Denise Morman, Michelle Massey, Nathan Sullivan, Peter Marsh, Matt Di Toro
329	✓	100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
330	✓	100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview)	9 days	Fri 14/07/23	Wed 26/07/23	329	Kate Manderson, Matt Di Toro, Suzanne Petrie, Tony Hochberg
331	✓	100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	330	Chace Eldridge, Matt Di Toro
332	✓	100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
333	✓	100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	332	Chace Eldridge
334	✓	100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	333	Chace Eldridge, Part 67 TWG members
335	✓	100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	334	Kate Manderson
336	✓	100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	335	Chace Eldridge
337	✓	100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	336	Pat Murray
338	✓	100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	337	Web team
339	✓	100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	337FF	Pat Murray
340		90%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair (informal advice sent to ASAP Chair 26 October).	44 days	Tue 5/09/23	Fri 3/11/23	339	Pip Spence
341	✓	100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23	340	Suzanne Petrie
342		97%		Public consultation on policy proposal	176 days	Mon 29/05/23	Mon 29/01/24		
343	✓	100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen, Kate Manderson, Nathan Sullivan, Tony Hochberg, Carlie Brewer, Suzanne Petrie
344	✓	100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	343FF	

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Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
345		100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	344SS	Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
346		100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	345SS	Elizabeth Goosen
347		100%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	343	
348		0%		Callida Consulting contract	84 days	Tue 25/09/23	Fri 19/01/24		
349		100%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		
350		100%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	349	
351		100%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	350	
352		100%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	351	
353		0%		Contract Milestone - Analyse and Deliver Phases	35 days	Tue 31/10/23	Mon 18/12/23		
354		0%		Present Findings Dashboard	1 day	Mon 18/12/23	Mon 18/12/23	353FF	
355		0%		Provide written themes report	1 day	Mon 18/12/23	Mon 18/12/23	353FF	
356		0%		Draft SOC	1 day	Mon 18/12/23	Mon 18/12/23	353FF	
357		0%		Final SOC	4 days	Tue 19/12/23	Fri 22/12/23	356	
358		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	357	
359		0%		Continue after Xmas - Final SOC	9 days	Tue 2/01/24	Fri 12/01/24	358	
360		0%		Provide brief presentation of findings	5 days	Mon 15/01/24	Fri 19/01/24	359	
361		0%		Callida Contract complete	0 days	Fri 19/01/24	Fri 19/01/24	360	
362		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Mon 15/01/24	Tue 16/01/24	359	Michelle Massey
363		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Wed 17/01/24	Tue 23/01/24	362	Carlie Brewer
364		0%		SED provides the DAS with the comms pack and SOC	1 day	Wed 24/01/24	Wed 24/01/24	363	Amanda Palmer
365		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Wed 24/01/24	Wed 24/01/24	363	Amanda Palmer
366		0%		SOC and responses published to Consultation Hub and comms released	3 days	Thu 25/01/24	Mon 29/01/24	365	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
367		0%		Public consultation and SOC completed	0 days	Mon 29/01/24	Mon 29/01/24	366	
368		55%		Exemption Instrument for Class 5 Medical Self-Declaration (TWG review if approach changes post consultation)	281 days	Mon 23/01/23	Mon 19/02/24		
369		90%		Draft DIs for exemption instrument (noting public consultation on the policy is from 27 October to 17 November 2023) - assuming no extensions	215 days	Mon 23/01/23	Fri 17/11/23		Suzanne Petrie
370		0%		Update the DIs (and the policy) post public consultation feedback	14 days	Mon 20/11/23	Thu 7/12/23	369	Suzanne Petrie
371		0%		Consult DIs with internal stakeholders and rework until finalised	9 days	Mon 27/11/23	Thu 7/12/23	370FF	Paul Hibberd
372		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	1 day	Thu 7/12/23	Thu 7/12/23	370FF	Nathan Sullivan,Michelle Massey,Paul Hibberd
373		0%		SFR approved by EM SED	1 day	Thu 7/12/23	Thu 7/12/23	370FF	Andreas Marcelja
374		0%		Approved SFR submitted to LIRA	1 day	Thu 7/12/23	Thu 7/12/23	370FF	Michelle Massey
375		0%		Policy Officer, AvMed SMEs and LIRA rework DIs until content is settled and exemption instrument drafted.	11 days	Fri 8/12/23	Fri 22/12/23	374	Nathan Sullivan,Kate Manderson,Tony Hochberg,Suzanne Petrie,Paul Hibberd
376		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	375	

Part 67 project schedule - v0.23 as at 13 November 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
377	0%		Continue after Xmas - Policy Officer, AvMed SMEs and LIRA rework Dis until content is settled and exemption instrument drafted.	9 days	Tue 2/01/24	Fri 12/01/24	376	
378	0%		Making the exemption instrument	52 days	Fri 8/12/23	Mon 19/02/24		
379	0%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	11 days	Fri 8/12/23	Fri 22/12/23	375SS	Suzanne Petrie,Paul Hibberd
380	0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	379	
381	0%		Continue after Xmas - Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	14 days	Tue 2/01/24	Fri 19/01/24	380	
382	0%		Finalise instrument package and complete editorial reviews	7 days	Mon 22/01/24	Tue 30/01/24	381	Paul Hibberd
383	0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	1 day	Wed 31/01/24	Wed 31/01/24	382	Andreas Marcelja,Michelle Massey,Paul Hibberd
384	0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	10 days	Thu 1/02/24	Wed 14/02/24	383	Pip Spence,Paul Hibberd
385	0%		Instrument Made	0 days	Wed 14/02/24	Wed 14/02/24	384	Pip Spence
386	0%		Register on FRLI (within 2 days)	2 days	Thu 15/02/24	Fri 16/02/24	385	Nadia Spesyvy
387	0%		Notify internal stakeholders	1 day	Mon 19/02/24	Mon 19/02/24	386	Mel Hamilton
388	0%		Update project webpage	1 day	Mon 19/02/24	Mon 19/02/24	386	Carlie Brewer
389	0%		Update subscriber notifications	1 day	Mon 19/02/24	Mon 19/02/24	386	Mel Hamilton
390	0%		Instrument for Class 5 medical self-declaration complete	0 days	Mon 19/02/24	Mon 19/02/24	389	
391	62%		Cost and economic impact analysis report	25 days	Wed 1/11/23	Tue 5/12/23		
392	100%		Discuss requirements, review risks and policy, etc.	3 days	Wed 1/11/23	Fri 3/11/23		David Gilbert
393	100%		Prepare first draft	5 days	Mon 6/11/23	Fri 10/11/23	392	David Gilbert
394	75%		Circulate for feedback	10 days	Mon 13/11/23	Fri 24/11/23	393	David Gilbert
395	0%		Incorporate feedback	2 days	Tue 27/11/23	Tue 28/11/23	394	David Gilbert
396	0%		Circulate for approval	3 days	Wed 29/11/23	Fri 1/12/23	395	David Gilbert
397	0%		Incorporate into ES / final package to the DAS	2 days	Mon 4/12/23	Tue 5/12/23	396	Paul Hibberd
398	0%		Cost and economic impact analysis report complete	0 days	Tue 5/12/23	Tue 5/12/23	397	
399	48%		Implementation Tasks	388 days?	Wed 15/06/22	Fri 8/12/23		
400	100%		MRS enhancements	62 days	Wed 13/09/23	Thu 7/12/23		
401	100%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
402	100%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	401	
403	100%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	402	
404	100%		MRS build	20 days	Mon 23/10/23	Fri 17/11/23	403	
405	100%		Test	5 days	Mon 20/11/23	Fri 24/11/23	404	
406	0%		Re-test	5 days	Mon 27/11/23	Fri 1/12/23	405	
407	0%		UAT	5 days	Mon 27/11/23	Fri 1/12/23	406SS	
408	0%		Re-test	2 days	Mon 4/12/23	Tue 5/12/23	407	
409	0%		Sign-off	1 day	Wed 6/12/23	Wed 6/12/23	408	
410	0%		Ready	1 day	Thu 7/12/23	Thu 7/12/23	409	
411	0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
421	0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
423	100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
426	0%		Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
438	100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
444	93%		Journey Maps (current and future state)	385 days	Mon 4/07/22	Fri 22/12/23		

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
445		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
446		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
447		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	446	Ben MacLaren,Denise Morman
448		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	447SS	Ben MacLaren,Denise Morman
449		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	447SS	Ben MacLaren
450		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	449	Denise Morman
451		80%		Draft Journey Map (Class 5 medical self-declared) prepared and reworked until final (future state)	238 days	Wed 25/01/23	Fri 22/12/23	450	Ben MacLaren
452		0%		Journey maps complete	0 days	Fri 22/12/23	Fri 22/12/23	451	
453		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
460		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 3/06/24	Mon 5/08/24		
471		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
472		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
473		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
474		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	473	Simon Gojkovic,Ben MacLaren,Simon Boddy
475		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	474	Denise Morman
476		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	475	
477		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
478		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
479		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
480		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
481		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
482		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	481	Mark Roberts
483		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	482	Mark Roberts,Denise Morman
484		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	483	Denise Morman
485		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	484	Denise Morman
486		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
487		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		
488		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
489		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
490		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
491		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	490	

Part 67 project schedule - v0.23 as at 13 November 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
492		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
493		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	492	
494		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
502		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
503		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
504		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	5 days	Mon 1/12/23	Fri 8/12/23	503	Paul Hibberd, Steering Committee members
505		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	504	Steering Committee members
506		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	505	Andreas Marcelja
507		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	506	Chris Monahan
508		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	507	
509		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	7 days	Thu 1/02/24	Fri 9/02/24		
510		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	4 days	Thu 1/02/24	Tue 6/02/24	383	Denise Morman
511		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 7/02/24	Wed 7/02/24	510	Denise Morman
512		0%		Update Gate Review documentation and circulate	2 days	Thu 8/02/24	Fri 9/02/24	511	Denise Morman
513		0%		Gate Review completed	0 days	Fri 9/02/24	Fri 9/02/24	512	
514		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
516		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
649		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
656		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.24 as at 5 December 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	49%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	69%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	393 days?	Wed 15/06/22	Fri 15/12/23		
64	100%		Communication Strategy	290 days	Fri 12/06/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	15 days	Mon 27/11/23	Fri 15/12/23		
80	100%		Develop Implementation Plan (Communications)	8 days	Mon 27/11/23	Wed 6/12/23		
81	0%		Send Implementation Plan (Communications) to project for review	4 days	Thu 7/12/23	Tue 12/12/23	80	
82	0%		Update and send Implementation Plan (Communications) for final approval	3 days	Wed 13/12/23	Fri 15/12/23	81	
83	0%		Execute Implementation Plan (Communications) - timeframe to be determined with rest of project timing	0 days	Fri 15/12/23	Fri 15/12/23	82	
84	100%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	365 days	Tue 6/09/22	Mon 29/01/24		
85	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
86	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	85	Nicky Speers,Tony Hochberg
87	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	86FF	Nicky Speers
88	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
89	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	87	Nicky Speers
90	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	89	Andreas Marcelja
91	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
92	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
93	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	92	Philippa Crome
94	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
95	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg
96	0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	95	
























































Part 67 project schedule - v0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson,Mel Wildey
98		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	97SS+1 day	Kate Manderson,Prof Cab
99		100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	98	Mel Wildey,Prof Cab,Kate Manderson
100		0%		eLearning Module - Introduction	100 days	Tue 12/09/23	Mon 29/01/24		
101		100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
102		100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
103		100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
104		100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
105		100%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	104	
106		100%		SME sign off - Dr Tony Hochberg	3 days	Mon 30/10/23	Wed 1/11/23	105	
107		100%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	106	
108		100%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	107FF	
109		100%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	108	
110		100%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	109SS	
111		100%		Course Sponsor sign off - Andreas Marcelja	7 days	Tue 7/11/23	Wed 15/11/23	109SS	
112		100%		SME sign off - Dr Kate Manderson	6 days	Tue 7/11/23	Tue 14/11/23	109SS	
113		100%		Input Quality Assurance Feedback	2 days	Thu 16/11/23	Fri 17/11/23	111	
114		100%		Input Course Sponsor feedback	2 days	Thu 16/11/23	Fri 17/11/23	113SS	
115		100%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	114	
116		100%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	115	
117		0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	116SS+2 day	
118		0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	117SS	
119		0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	118SS+2 day	
120		0%		Finalisation and implementation delayed - awaiting publishing of final "Guidelines - Medical Assessment for Aviation"	1 day	Mon 29/01/24	Mon 29/01/24	286FF	
121		0%		eLearning Module - Introduction - complete	0 days	Mon 29/01/24	Mon 29/01/24	120	
122		0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
137		0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	136	
138		5%		CSC AvMed Artefacts	458 days?	Wed 15/06/22	Fri 15/03/24		
139		7%		Internal	90 days	Mon 13/11/23	Fri 15/03/24		Kelsey Kadam
140		0%		Information pack for staff	14 days	Mon 8/01/24	Thu 25/01/24		
141		0%		Create the information pack for staff who will be taking calls. Include the medical certificate comparisons table, FAQs and other important information	10 days	Mon 8/01/24	Fri 19/01/24		Kelsey Kadam
142		0%		OJT provided to RPAS and online services, AvMed and FCL	4 days	Mon 22/01/24	Thu 25/01/24	141	Kelsey Kadam
143		0%		Information pack for staff delivered and OJT provided	0 days	Thu 25/01/24	Thu 25/01/24	142	Kelsey Kadam
144		10%		Audit Process for Aviation Medicals (CASA-04-5895) (Note to Denise - this needs to be sorted out first, then update the work instruction)	28 days	Mon 13/11/23	Wed 20/12/23		
145		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam
146		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	145SS	Nathan Sullivan
147		100%		Create Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	145SS	QCP team
148		0%		Update process for Class 5	5 days	Mon 20/11/23	Fri 24/11/23	147	Kelsey Kadam
149		0%		Review updated process	3 days	Mon 27/11/23	Wed 29/11/23	148	Ange Pearman,Shannen Juleff

Part 67 project schedule - v0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
150		0%		Update process following review	1 day	Thu 30/11/23	Thu 30/11/23	149	Kelsey Kadam
151		0%		Review/approve final version	2 days	Fri 1/12/23	Mon 4/12/23	150	Ange Pearman
152		0%		QCP conduct quality check	5 days	Tue 5/12/23	Mon 11/12/23	151	QCP team
153		0%		Endorsement	1 day	Tue 12/12/23	Tue 12/12/23	152	Ange Pearman
154		0%		Approval	1 day	Wed 13/12/23	Wed 13/12/23	153	Nathan Sullivan
155		0%		QCP conduct final quality check and publish	5 days	Thu 14/12/23	Wed 20/12/23	154	QCP team
156		0%		Audit Process for Aviation Medicals update complete	0 days	Wed 20/12/23	Wed 20/12/23	155	
157		14%		Aviation Medicine Complex Case Work Instruction (CASA-04-5929)	26 days	Mon 13/11/23	Mon 18/12/23		
158		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam,Shannen Juleff
159		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	158SS	Nathan Sullivan
160		100%		Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	158SS	QCP team
161		0%		Update Work Instruction	3 days	Mon 20/11/23	Wed 22/11/23	160	Kelsey Kadam
162		0%		Review updated Work Instruction	3 days	Thu 23/11/23	Mon 27/11/23	161	Ange Pearman,Shannen Juleff
163		0%		Update Work Instruction following review	1 day	Tue 28/11/23	Tue 28/11/23	162	Kelsey Kadam
164		0%		Review/approve final version	2 days	Wed 29/11/23	Thu 30/11/23	163	Ange Pearman
165		0%		QCP conduct quality check	5 days	Fri 1/12/23	Thu 7/12/23	164	QCP team
166		0%		Endorsement	1 day	Fri 8/12/23	Fri 8/12/23	165	Ange Pearman
167		0%		Approval	1 day	Mon 11/12/23	Mon 11/12/23	166	Nathan Sullivan
168		0%		QCP conduct final quality check and publish	5 days	Tue 12/12/23	Mon 18/12/23	167	QCP team
169		0%		Aviation Medicine Complex Case Work Instruction update complete	0 days	Mon 18/12/23	Mon 18/12/23	168	
170		0%		Basic Class 2 Decision Tree	8 days	Mon 27/11/23	Wed 6/12/23		
171		0%		Update	3 days	Mon 27/11/23	Wed 29/11/23		Kelsey Kadam
172		0%		Review	2 days	Thu 30/11/23	Fri 1/12/23	171	Ange Pearman
173		0%		Approve	3 days	Mon 4/12/23	Wed 6/12/23	172	Nathan Sullivan
174		0%		Basic Class 2 / Class 5 medical self-declaration Decision Tree updated	0 days	Wed 6/12/23	Wed 6/12/23	173	
175		0%		CLASS "Introduction to Aviation Medicine" eLearning module (not required before commencement)	30 days	Mon 5/02/24	Fri 15/03/24		
177		0%		External	426 days?	Wed 15/06/22	Wed 31/01/24		
178		0%		Update DAME Handbook (CASA-03-0172)	43 days	Mon 4/12/23	Wed 31/01/24		
179		0%		Identify changes and submit request	5 days	Mon 4/12/23	Fri 8/12/23	232SS	Kelsey Kadam
180		0%		Approve request	1 day	Fri 8/12/23	Fri 8/12/23	179FF	Nathan Sullivan
181		0%		Create Collaboration Space	3 days	Mon 11/12/23	Wed 13/12/23	180	QCP team
182		0%		Identify changes to the DAME Handbook and changes to website as HTML	3 days	Thu 14/12/23	Mon 18/12/23	181	Kelsey Kadam
183		0%		Review and contribute content for updated DAME Handbook	3 days	Tue 19/12/23	Thu 21/12/23	182	Kate Manderson,Tony Hochberg
184		0%		Update DAME Handbook following review and send to LIRA	1 day	Fri 22/12/23	Fri 22/12/23	183	Kelsey Kadam
185		0%		LIRA review	5 days	Mon 25/12/23	Fri 29/12/23	184	Paul Hibberd
186		0%		Xmas shutdown	6 days	Mon 1/01/24	Mon 8/01/24	185	
187		0%		Update DAME Handbook following review by LIRA	2 days	Tue 9/01/24	Wed 10/01/24	186	Kelsey Kadam
188		0%		Review/approve final version	3 days	Thu 11/01/24	Mon 15/01/24	187	Kate Manderson
189		0%		QCP conduct quality check	5 days	Tue 16/01/24	Mon 22/01/24	188	QCP team
190		0%		Endorsement	1 day	Tue 23/01/24	Tue 23/01/24	189	Kate Manderson
191		0%		Approval	1 day	Wed 24/01/24	Wed 24/01/24	190	Nathan Sullivan
192		0%		QCP conduct final quality check and publish	5 days	Thu 25/01/24	Wed 31/01/24	191	QCP team
193		0%		DAME Handbook update complete	0 days	Wed 31/01/24	Wed 31/01/24	192	
194		0%		MRS User Guides (not required before commencement)	40 days?	Wed 15/06/22	Tue 9/08/22		

Part 67 project schedule - v0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
200		2%		CSC FCL Artefacts	347 days	Sat 1/10/22	Tue 30/01/24		
201		9%		Internal	37 days	Thu 30/11/23	Fri 19/01/24		
202		19%		Form 61-PLAc – Checklist – Initial Issue (Aeroplane/Helicopter) (CASA-04-5509)	32 days	Thu 30/11/23	Fri 12/01/24		
203		100%		Identify changes and submit request	3 days	Thu 30/11/23	Mon 4/12/23		Vanessa Ross
204		100%		Approve request	1 day	Mon 4/12/23	Mon 4/12/23	203FF	Nathan Sullivan
205		100%		Create Collaboration Space	1 day	Tue 5/12/23	Tue 5/12/23	204	QCP team
206		100%		Update medical section	1 day	Tue 5/12/23	Tue 5/12/23	205SS	Vanessa Ross
207		0%		Review updated Checklist	3 days	Wed 6/12/23	Fri 8/12/23	206	Dejan Jovanovic, Ronelle Knight-Moore
208		0%		Update Checklist following review	2 days	Mon 11/12/23	Tue 12/12/23	207	Vanessa Ross
209		0%		Review/approve final version	2 days	Wed 13/12/23	Thu 14/12/23	208	Ronelle Knight-Moore
210		0%		QCP conduct quality check	6 days	Fri 15/12/23	Fri 22/12/23	209	QCP team
211		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	210	
212		0%		Endorsement	2 days	Tue 2/01/24	Wed 3/01/24	211	Ronelle Knight-Moore
213		0%		Approval	2 days	Thu 4/01/24	Fri 5/01/24	212	Nathan Sullivan
214		0%		QCP conduct final quality check and publish	5 days	Mon 8/01/24	Fri 12/01/24	213	QCP team
215		0%		Form 61-PLAc - Checklist - Initial Issue (Aeroplane/Helicopter) update complete	0 days	Fri 12/01/24	Fri 12/01/24	214	
216		0%		Domestic Licence – Work Instructions (CASA-03-5834)	35 days	Mon 4/12/23	Fri 19/01/24		
217		0%		Identify changes and submit request	5 days	Mon 4/12/23	Fri 8/12/23		Vanessa Ross
218		0%		Approve request	1 day	Fri 8/12/23	Fri 8/12/23	217FF	Nathan Sullivan
219		0%		Create Collaboration Space	3 days	Mon 11/12/23	Wed 13/12/23	218	QCP team
220		0%		Update all references to minimum medical requirements for RPL	2 days	Thu 14/12/23	Fri 15/12/23	219	Vanessa Ross
221		0%		Review updated Work Instructions	3 days	Mon 18/12/23	Wed 20/12/23	220	Dejan Jovanovic, Ronelle Knight-Moore
222		0%		Update Work Instructions following review	2 days	Thu 21/12/23	Fri 22/12/23	221	Vanessa Ross
223		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	222	
224		0%		Review/approve final version	2 days	Tue 2/01/24	Wed 3/01/24	223	Dejan Jovanovic
225		0%		QCP conduct quality check	5 days	Thu 4/01/24	Wed 10/01/24	224	QCP team
226		0%		Endorsement	1 day	Thu 11/01/24	Thu 11/01/24	225	Dejan Jovanovic
227		0%		Approval	1 day	Fri 12/01/24	Fri 12/01/24	226	Nathan Sullivan
228		0%		QCP conduct final quality check and publish	5 days	Mon 15/01/24	Fri 19/01/24	227	QCP team
229		0%		Domestic Licence - Work Instructions update complete	0 days	Fri 19/01/24	Fri 19/01/24	228	
230		0%		External	42 days	Mon 4/12/23	Tue 30/01/24		
231		0%		Flight Crew Licensing Manual (CASA-13-0227)	42 days	Mon 4/12/23	Tue 30/01/24		
232		0%		Identify changes and submit request	7 days	Mon 4/12/23	Tue 12/12/23		Vanessa Ross
233		0%		Approve request	1 day	Tue 12/12/23	Tue 12/12/23	232FF	Sam Palaskonis
234		0%		Create Collaboration Space	3 days	Wed 13/12/23	Fri 15/12/23	233	QCP team
235		0%		Update Table 5.2 and other references to minimum medical requirements for RPL	2 days	Mon 18/12/23	Tue 19/12/23	234	Vanessa Ross
236		0%		Review updated information	2 days	Wed 20/12/23	Thu 21/12/23	235	Dejan Jovanovic
237		0%		Update information following review and send to LIRA	1 day	Fri 22/12/23	Fri 22/12/23	236	Vanessa Ross
238		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	237	
239		0%		LIRA review	5 days	Tue 2/01/24	Mon 8/01/24	238	Paul Hibberd
240		0%		Update information following review by LIRA	2 days	Tue 9/01/24	Wed 10/01/24	239	Vanessa Ross





























Part 67 project schedule - v0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
241		0%		Review/approve final version	3 days	Thu 11/01/24	Mon 15/01/24	240	Dejan Jovanovic
242		0%		QCP conduct quality check	5 days	Tue 16/01/24	Mon 22/01/24	241	QCP team
243		0%		Endorsement	1 day	Tue 23/01/24	Tue 23/01/24	242	Dejan Jovanovic
244		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	242	Sam Palaskonis
245		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	244	QCP team
246		0%		Flight Crew Licensing Manual update complete	0 days	Tue 30/01/24	Tue 30/01/24	245	
247		0%		External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
266		86%		SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	425 days?	Wed 15/06/22	Tue 30/01/24		
267		66%		Develop "Guidelines - Medical Assessment for Aviation"	260 days	Tue 31/01/23	Mon 29/01/24		
268		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
269		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	268	Andreas Marcelja,Pip Spence
270		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	269	Kate Manderson,Michelle Massey,Nathan Sullivan
271		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace	26 days	Tue 21/02/23	Tue 28/03/23	270	Kate Manderson,Michelle Massey,Nathan Sullivan
272		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	271	Prof Cable,Dr Schiemer
273		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	272	Dr Schiemer,Prof Cable
274		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	272	Dean Lammiman,Denise Morman,Michelle Massey
275		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	274	Dean Lammiman,Kate Manderson,Tony Hochberg
276		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
277		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	276	
278		0%		Nathan Sullivan conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	277	Nathan Sullivan
279		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	277SS	Carlie Brewer,Maryanne Ashton-Sporne
280		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	279	Nathan Sullivan
281		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	280	Michelle Massey
282		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	279FF	Dean Lammiman
283		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	282FF	Carlie Brewer,Elizabeth Goosen
284		100%		Identify amendments to draft Guidelines following public consultation	1 day	Tue 28/11/23	Tue 28/11/23		
285		100%		Update following public consultation	5 days	Wed 29/11/23	Tue 5/12/23	284	Denise Morman

Part 67 project schedule - v0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
286		0%		QCP to finalise and arrange the approvals. QCP to publish to Doc Catalogue, Horace, website, etc and link to eLearning module and MRS (once the SOC has been published)	39 days	Wed 6/12/23	Mon 29/01/24	285	Denise Morman,Michelle Massey,Nathan Sullivan,QCP team
287		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Mon 29/01/24	Mon 29/01/24	286	
288		98%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	351 days	Mon 26/09/22	Mon 29/01/24		
289		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 16/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
290		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
291		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
292		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	291	Kate Manderson
293		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	292	Nathan Sullivan,Tony Hochberg
294		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	293	
295		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	294	Suzanne Petrie
296		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	295FF	Suzanne Petrie
297		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
298		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	297	Suzanne Petrie
299		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	298	Chris Monahan,Paul Hibberd
300		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	299	Andreas Marcelja
301		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	300	Andreas Marcelja
302		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	301	Chace Eldridge
303		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
304		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
305		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
306		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
307		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	306	Chace Eldridge
308		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	307	Part 67 TWG members,Chace Eldridge
309		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	308	Kate Manderson
310		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	309	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
311		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
312		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	311	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
313		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	312	Chace Eldridge,Matt Di Toro
314		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members

Part 67 project schedule - v.0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
315		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	314	Chace Eldridge
316		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	315	Chace Eldridge,Part 67 TWG members
317		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	316	Kate Manderson
318		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	317	Chace Eldridge
319		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	318	Pat Murray
320		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	319	Web team
321		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	319FF	Pat Murray
322		90%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair (informal advice sent to ASAP Chair 26 October).	44 days	Tue 5/09/23	Fri 3/11/23	321	Pip Spence
323		100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23	322	Suzanne Petrie
324		97%		Public consultation on policy proposal	176 days	Mon 29/05/23	Mon 29/01/24		
325		100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
326		100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	325FF	
327		100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	326SS	Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
328		100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	327SS	Elizabeth Goosen
329		100%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	325	
330		0%		Callida Consulting contract	84 days	Tue 26/09/23	Fri 19/01/24		
331		100%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		
332		100%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	331	
333		100%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	332	
334		100%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	333	
335		0%		Contract Milestone - Analyse and Deliver Phases	35 days	Tue 31/10/23	Mon 18/12/23		
336		0%		Present Findings Dashboard	1 day	Mon 18/12/23	Mon 18/12/23	335FF	
337		0%		Provide written themes report	1 day	Mon 18/12/23	Mon 18/12/23	335FF	
338		0%		Draft SOC	1 day	Mon 18/12/23	Mon 18/12/23	335FF	
339		0%		Final SOC	4 days	Tue 19/12/23	Fri 22/12/23	338	
340		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	339	
341		0%		Continue after Xmas - Final SOC	9 days	Tue 2/01/24	Fri 12/01/24	340	
342		0%		Provide brief presentation of findings	5 days	Mon 15/01/24	Fri 19/01/24	341	
343		0%		Callida Contract complete	0 days	Fri 19/01/24	Fri 19/01/24	342	
344		0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	2 days	Mon 15/01/24	Tue 16/01/24	341	Michelle Massey
345		0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Wed 17/01/24	Tue 23/01/24	344	Carlie Brewer
346		0%		SED provides the DAS with the comms pack and SOC	1 day	Wed 24/01/24	Wed 24/01/24	345	Amanda Palmer
347		0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Wed 24/01/24	Wed 24/01/24	345	Amanda Palmer

Part 67 project schedule - v0.24 as at 5 December 2023



ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
348		0%		SOC and responses published to Consultation Hub and comms released	3 days	Thu 25/01/24	Mon 29/01/24	347	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
349		0%		Public consultation and SOC completed	0 days	Mon 29/01/24	Mon 29/01/24	348	
350		82%		Exemption Instrument for Class 5 Medical Self-Declaration	425 days	Wed 15/06/22	Tue 30/01/24		
351		100%		Draft DIs for exemption instrument and send preliminary version to LIRA	210 days	Mon 13/01/23	Fri 10/11/23		Suzanne Petrie
352		100%		Final version of DIs to LIRA	5 days	Mon 13/11/23	Fri 17/11/23	351	
353		100%		Draft the exemption instrument	7 days	Mon 20/11/23	Tue 28/11/23	352	Paul Hibberd
354		100%		Circulate draft exemption instrument to internal SMEs for feedback and incorporate changes	6 days	Wed 29/11/23	Wed 6/12/23	353	
355		0%		Circulate draft exemption instrument (plus Callida report and bowtie risk assessment) to TWG for feedback	1 day	Thu 7/12/23	Thu 7/12/23	354	
356		0%		TWG to review draft exemption instrument and provide feedback	4 days	Thu 7/12/23	Tue 12/12/23	355SS	
357		0%		TWG meeting	1 day	Wed 13/12/23	Wed 13/12/23	356	
358		0%		Settle exemption instrument following all feedback	6 days	Wed 13/12/23	Wed 20/12/23	356	
359		0%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	6 days	Wed 13/12/23	Wed 20/12/23	356	
360		0%		SFR approved by EM SED	6 days	Wed 13/12/23	Wed 20/12/23	356	Andreas Marcelja
361		0%		Approved SFR submitted to LIRA	6 days	Wed 13/12/23	Wed 20/12/23	356	Michelle Massey
362		0%		Xmas Shutdown	6 days	Wed 15/06/22	Wed 22/06/22		
363		27%		Making the exemption instrument	42 days	Mon 4/12/23	Tue 30/01/24		
364		50%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)), circulate internally for feedback and seek approval	15 days	Mon 4/12/23	Fri 22/12/23		Suzanne Petrie,Paul Hibberd
365		0%		Xmas Shutdown	6 days	Mon 25/12/23	Mon 1/01/24	364	
366		0%		Continue after Xmas - Update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and seek approval	6 days	Tue 2/01/24	Tue 9/01/24	365	
367		0%		Finalise instrument package and complete editorial reviews	5 days	Wed 10/01/24	Tue 16/01/24	366	Paul Hibberd
368		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	1 day	Wed 17/01/24	Wed 17/01/24	367	Andreas Marcelja,Michelle Massey,Paul Hibberd
369		0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	6 days	Thu 18/01/24	Thu 25/01/24	368	Pip Spence,Paul Hibberd
370		0%		Instrument Made	0 days	Thu 25/01/24	Thu 25/01/24	369	Pip Spence
371		0%		Australia Day public holiday	1 day	Fri 26/01/24	Fri 26/01/24	370	
372		0%		Register on FRLI (within 2 days)	2 days	Mon 29/01/24	Tue 30/01/24	371	Nadia Spesyvy
373		0%		Notify internal stakeholders	1 day	Tue 30/01/24	Tue 30/01/24	372FF	Mel Hamilton
374		0%		Update project webpage	1 day	Tue 30/01/24	Tue 30/01/24	372FF	Carlie Brewer
375		0%		Update subscriber notifications	1 day	Tue 30/01/24	Tue 30/01/24	372FF	Mel Hamilton
376		0%		Instrument for Class 5 medical self-declaration complete	0 days	Tue 30/01/24	Tue 30/01/24	375	
377		96%		Cost and economic impact analysis report	26 days	Wed 1/11/23	Wed 6/12/23		
378		100%		Discuss requirements, review risks and policy, etc.	3 days	Wed 1/11/23	Fri 3/11/23		David Gilbert
379		100%		Prepare first draft	5 days	Mon 6/11/23	Fri 10/11/23	378	David Gilbert
380		100%		Circulate for feedback	10 days	Mon 13/11/23	Fri 24/11/23	379	David Gilbert
381		100%		Incorporate feedback	3 days	Mon 27/11/23	Wed 29/11/23	380	David Gilbert
382		100%		Circulate for approval	4 days	Thu 30/11/23	Tue 5/12/23	381	David Gilbert
383		0%		Can be incorporated into SFR / ES / final package to the DAS	1 day	Wed 6/12/23	Wed 6/12/23	382	Paul Hibberd

Part 67 project schedule - v0.24 as at 5 December 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
384	0%	➔	Cost and economic impact analysis report complete	0 days	Wed 6/12/23	Wed 6/12/23	383	
385	48%	➔	Implementation Tasks	424 days?	Wed 15/06/22	Mon 29/01/24		
386	100%	➔	MRS enhancements	99 days	Wed 13/09/23	Mon 29/01/24		
387	100%	➔	Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
388	100%	➔	CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	387	
389	100%	➔	Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	388	
390	100%	➔	MRS build	20 days	Mon 23/10/23	Fri 17/11/23	389	
391	100%	➔	Test	5 days	Mon 20/11/23	Fri 24/11/23	390	
392	100%	➔	Re-test	5 days	Mon 27/11/23	Fri 1/12/23	391	
393	100%	➔	UAT	5 days	Mon 27/11/23	Fri 1/12/23	392SS	
394	0%	➔	Re-test	2 days	Mon 4/12/23	Tue 5/12/23	393	
395	0%	➔	Sign-off	1 day	Wed 6/12/23	Wed 6/12/23	394	
396	0%	➔	MRS - system ready	1 day	Thu 7/12/23	Thu 7/12/23	395	
397	0%	➔	Link to "Guidelines - Medical Assessment for Aviation"	1 day	Mon 29/01/24	Mon 29/01/24	286FF	
398	0%	➔	MRS enhancements complete	0 days	Mon 29/01/24	Mon 29/01/24	397	
399	0%	➔	Clinical Practice Guidelines - no new CPGs required for Class 5	7 days	Mon 4/09/23	Fri 8/12/23		
409	0%	➔	MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
411	100%	➔	Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
414	0%	➔	Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
426	100%	➔	Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
432	94%	➔	Journey Maps (current and future state)	383 days	Mon 4/07/22	Wed 20/12/23		
433	100%	➔	RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
434	100%	➔	Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
435	100%	➔	Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	434	Ben MacLaren,Denise Morman
436	100%	➔	Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	435SS	Ben MacLaren,Denise Morman
437	100%	➔	Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	435SS	Ben MacLaren
438	100%	➔	Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	437	Denise Morman
439	81%	➔	Draft Journey Map (Class 5 medical self-declared) prepared and reworked until final (future state)	236 days	Wed 25/01/23	Wed 20/12/23	438	Ben MacLaren
440	0%	➔	Journey maps complete	0 days	Wed 20/12/23	Wed 20/12/23	439	
441	0%	➔	Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
448	0%	➔	Ministerial Submission (MinSub) Approval	46 days	Mon 20/05/24	Mon 22/07/24		
459	52%	➔	Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
460	100%	➔	Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
461	100%	➔	Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
462	100%	➔	Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	461	Simon Gojkovic,Ben MacLaren,Simon Boddy

Part 67 project schedule - v0.24 as at 5 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
463		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	462	Denise Morman
464		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	463	
465		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
466		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
467		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/23	Tue 13/12/22		Mark Roberts
468		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
469		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
470		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	469	Mark Roberts
471		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	470	Mark Roberts,Denise Morman
472		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	471	Denise Morman
473		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	472	Denise Morman
474		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
475		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		
476		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
477		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
478		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
479		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	478	
480		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
481		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	480	
482		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
490		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
491		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
492		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	5 days	Mon 4/12/23	Fri 8/12/23	491	Paul Hibberd,Steering Committee members
493		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	492	Steering Committee members
494		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	493	Andreas Marcelja
495		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	494	Chris Monahan
496		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	495	
497		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	10 days	Mon 15/01/24	Fri 26/01/24		
498		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	7 days	Mon 15/01/24	Tue 23/01/24	368	Denise Morman
499		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 24/01/24	Wed 24/01/24	498	Denise Morman
500		0%		Update Gate Review documentation and circulate	2 days	Thu 25/01/24	Fri 26/01/24	499	Denise Morman
501		0%		Gate Review completed	0 days	Fri 26/01/24	Fri 26/01/24	500	
502		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
504		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
637		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
644		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.25 as at 11 December 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	52%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	73%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	406 days?	Wed 15/06/22	Wed 3/01/24		
64	100%		Communication Strategy	290 days	Fri 12/09/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	28 days	Mon 27/11/23	Wed 3/01/24		
80	100%		Develop Implementation Plan (Communications)	8 days	Mon 27/11/23	Wed 6/12/23		
81	100%		Send Implementation Plan (Communications) to project for review	4 days	Thu 7/12/23	Tue 12/12/23	80	
82	100%		Update and send Implementation Plan (Communications) for final approval	1 day	Wed 13/12/23	Wed 13/12/23	81	
83	100%		Send to SRO for review and incorporate any feedback	1 day	Thu 14/12/23	Wed 3/01/24	82	
84	0%		Execute Implementation Plan (Communications) - timeframe to be determined with rest of project timing	0 days	Wed 3/01/24	Wed 3/01/24	83	
85	100%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	355 days	Tue 6/09/22	Mon 15/01/24		
86	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
87	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	86	Nicky Speers,Tony Hochberg
88	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	87FF	Nicky Speers
89	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
90	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	88	Nicky Speers
91	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	90	Andreas Marcelja
92	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
93	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
94	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July - not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	93	Philippa Crome
95	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
96	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97		0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	96	
98		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson, Mel Wildey
99		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	98SS+1 day	Kate Manderson, Prof Cab
100		100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	99	Mel Wildey, Prof Cab, Kate Manderson
101		0%		eLearning Module - Introduction	90 days	Tue 12/09/23	Mon 15/01/24		
102		100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
103		100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
104		100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
105		100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
106		100%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	105	
107		100%		SME sign off - Dr Tony Hochberg	3 days	Mon 30/10/23	Wed 1/11/23	106	
108		100%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	107	
109		100%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	108FF	
110		100%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	109	
111		100%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	110SS	
112		100%		Course Sponsor sign off - Andreas Marcelja	7 days	Tue 7/11/23	Wed 15/11/23	110SS	
113		100%		SME sign off - Dr Kate Manderson	6 days	Tue 7/11/23	Tue 14/11/23	110SS	
114		100%		Input Quality Assurance Feedback	2 days	Thu 16/11/23	Fri 17/11/23	112	
115		100%		Input Course Sponsor feedback	2 days	Thu 16/11/23	Fri 17/11/23	114SS	
116		100%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	115	
117		100%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	116	
118		0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	117SS+2 day	
119		0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	118SS	
120		0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	119SS+2 day	
121		0%		Finalisation and implementation delayed - awaiting publishing of final "Guidelines - Medical Assessment for Aviation"	1 day	Mon 15/01/24	Mon 15/01/24	322FF	
122		0%		eLearning Module - Introduction - complete	0 days	Mon 15/01/24	Mon 15/01/24	121	
123		0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
138		0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	127	
139		50%		CSC AvMed Artefacts	458 days?	Wed 15/06/22	Fri 15/03/24		
140		59%		Internal	90 days	Fri 15/11/23	Fri 15/03/24		Kelsey Kadam
141		37%		"Quick Start Guide" for staff	14 days	Mon 8/01/24	Thu 25/01/24		
142		70%		Create the information pack for staff who will be taking calls. Include the medical certificate comparisons table, FAQs and other important information	10 days	Mon 8/01/24	Fri 19/01/24		Kelsey Kadam
143		0%		Conduct internal review	5 days	Mon 15/01/24	Fri 19/01/24		Kelsey Kadam
144		0%		OJT provided to RPAS and online services, AvMed and FCL	4 days	Mon 22/01/24	Thu 25/01/24	142	Kelsey Kadam
145		0%		Quick Start Guide for staff delivered and OJT provided	0 days	Thu 25/01/24	Thu 25/01/24	144	Kelsey Kadam
146		65%		Audit Process for Aviation Medicals (CASA-04-5895)	57 days	Mon 13/11/23	Tue 30/01/24		
147		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam
148		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	147SS	Nathan Sullivan
149		100%		Create Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	147SS	QCP team
150		100%		Update process for Class 5	5 days	Mon 20/11/23	Fri 24/11/23	149	Kelsey Kadam

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
151		100%		Review updated process	5 days	Mon 27/11/23	Fri 1/12/23	150	Shannen Juleff,Amy Adamson
152		100%		Update process following review	15 days	Mon 4/12/23	Fri 22/12/23	151	Kelsey Kadam
153		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	152	
154		100%		Review/approve final version	4 days	Tue 2/01/24	Fri 5/01/24	153	Amy Adamson
155		0%		Review/approve final version	5 days	Mon 8/01/24	Fri 12/01/24	154	Shannen Juleff
156		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	155	QCP team
157		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	156	Amy Adamson
158		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	157	Nathan Sullivan
159		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	158	QCP team
160		0%		Audit Process for Aviation Medicals update complete	0 days	Tue 30/01/24	Tue 30/01/24	159	
161		53%		Aviation Medicine Complex Case Work Instruction (CASA-04-5929)	57 days	Mon 13/11/23	Tue 30/01/24		
162		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam,Shannen Juleff
163		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	162SS	Nathan Sullivan
164		100%		Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	162SS	QCP team
165		100%		Update Work Instruction	25 days	Mon 20/11/23	Fri 22/12/23	164	Kelsey Kadam
166		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	165	
167		0%		Review updated Work Instruction (include a review by Paul Hibberd)	5 days	Tue 2/01/24	Mon 8/01/24	166	Shannen Juleff,Amy Adamson
168		0%		Update Work Instruction following review	2 days	Tue 9/01/24	Wed 10/01/24	167	Kelsey Kadam
169		0%		Review/approve final version	2 days	Thu 11/01/24	Fri 12/01/24	168	Amy Adamson
170		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	169	QCP team
171		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	170	Amy Adamson
172		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	171	Nathan Sullivan
173		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	172	QCP team
174		0%		Aviation Medicine Complex Case Work Instruction update complete	0 days	Tue 30/01/24	Tue 30/01/24	173	
175		41%		AvMed Assessor Work Instruction (CASA-04-0173)	32 days	Mon 18/12/23	Tue 30/01/24		
176		100%		Submit request	1 day	Mon 18/12/23	Mon 18/12/23		Kelsey Kadam
177		100%		Approve request	1 day	Tue 19/12/23	Tue 19/12/23	176	Nathan Sullivan
178		100%		Collaboration Space	3 days	Wed 20/12/23	Fri 22/12/23	177	QCP team
179		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	178	
180		100%		Update Work Instruction	2 days	Tue 2/01/24	Wed 3/01/24	179	Kelsey Kadam
181		100%		Review updated Work Instruction	1 day	Thu 4/01/24	Thu 4/01/24	180	Shannen Juleff
182		100%		Update Work Instruction following review	1 day	Fri 5/01/24	Fri 5/01/24	181	Kelsey Kadam
183		0%		Review/approve final version	1 day	Fri 5/01/24	Fri 5/01/24	181	Shannen Juleff
184		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	183	QCP team
185		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	184	Amy Adamson
186		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	185	Nathan Sullivan
187		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	186	QCP team
188		0%		AvMed Assessor Work Instruction update complete	0 days	Tue 30/01/24	Tue 30/01/24	187	
189		100%		Basic Class 2/Class 5 Decision Tree	30 days	Mon 27/11/23	Fri 5/01/24		
195		0%		CLASS "Introduction to Aviation Medicine" eLearning module (not required before commencement)	30 days	Mon 5/02/24	Fri 15/03/24		
197		20%		External	427 days?	Wed 15/06/22	Thu 1/02/24		
198		40%		Update DAME Handbook (CASA-03-0172)	44 days	Mon 4/12/23	Thu 1/02/24		
199		100%		Identify changes and submit request (including converting to new template)	10 days	Mon 4/12/23	Fri 15/12/23	251SS	Kelsey Kadam
200		100%		Approve request	1 day	Fri 15/12/23	Fri 15/12/23	199FF	Nathan Sullivan

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
201		100%		Create Collaboration Space	1 day	Mon 18/12/23	Mon 18/12/23	200	QCP team
202		100%		Identify changes to the DAME Handbook and changes to website as HTML	1 day	Tue 19/12/23	Tue 19/12/23	201	Kelsey Kadam
203		100%		Review and contribute content for updated DAME Handbook	3 days	Wed 20/12/23	Fri 22/12/23	202	Kate Manderson
204		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	203	
205		0%		Kate to continue reviewing DAME Handbook (chapter 4 amendments only)	5 days	Tue 2/01/24	Mon 8/01/24	204	Kate Manderson
206		0%		Update DAME Handbook following review and send to LIRA	1 day	Tue 9/01/24	Tue 9/01/24	205	Kelsey Kadam
207		0%		LIRA review	5 days	Wed 10/01/24	Tue 16/01/24	206	Paul Hibberd
208		0%		Update DAME Handbook following review by LIRA	1 day	Wed 17/01/24	Wed 17/01/24	207	Kelsey Kadam
209		0%		Review/approve final version	2 days	Thu 18/01/24	Fri 19/01/24	208	Kate Manderson
210		0%		QCP conduct quality check	5 days	Mon 22/01/24	Fri 26/01/24	209	QCP team
211		0%		Endorsement	1 day	Mon 29/01/24	Mon 29/01/24	210	Kate Manderson
212		0%		Approval	1 day	Mon 29/01/24	Mon 29/01/24	211SS	Nathan Sullivan
213		0%		QCP conduct final quality check and publish	3 days	Tue 30/01/24	Thu 1/02/24	212	QCP team
214		0%		DAME Handbook update complete	0 days	Thu 1/02/24	Thu 1/02/24	213	
215		0%		MRS User Guides (not required before commencement)	40 days	Wed 15/06/22	Tue 9/08/22		
221		77%		CSC FCL Artefacts	44 days	Thu 30/11/23	Tue 30/01/24		
222		72%		Internal	41 days	Thu 30/11/23	Tue 30/01/24		
223		100%		Form 61-PLAc – Checklist – Initial Issue (Aeroplane/Helicopter) (CASA-04-5509)	9 days	Thu 30/11/23	Tue 12/12/23		
236		61%		Domestic Licence – Work Instructions (CASA-03-5834)	42 days	Mon 4/12/23	Tue 30/01/24		
237		100%		Identify changes and submit request (including converting to new template)	6 days	Mon 4/12/23	Mon 11/12/23		Vanessa Ross
238		100%		Approve request	1 day	Mon 11/12/23	Mon 11/12/23	237FF	Nathan Sullivan
239		100%		Create Collaboration Space	1 day	Mon 11/12/23	Mon 11/12/23	238FF	QCP team
240		100%		Update all references to minimum medical requirements for RPL	1 day	Mon 11/12/23	Mon 11/12/23	239FF	Vanessa Ross
241		100%		Review updated Work Instructions	4 days	Tue 12/12/23	Fri 15/12/23	240	Dejan Jovanovic,Ronelle Knight-Moore
242		71%		Update Work Instructions following review (incorporate screen shots) and resolve grammar software issue	18 days	Mon 18/12/23	Wed 10/01/24	241	Vanessa Ross
243		0%		Review/approve final version	2 days	Thu 11/01/24	Fri 12/01/24	242	Dejan Jovanovic
244		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	243	QCP team
245		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	244	Dejan Jovanovic
246		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	245	Nathan Sullivan
247		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	246	QCP team
248		0%		Domestic Licence - Work Instructions update complete	0 days	Tue 30/01/24	Tue 30/01/24	247	
249		100%		External	12 days	Mon 4/12/23	Tue 19/12/23		
250		100%		Flight Crew Licensing Manual (CASA-03-0227) (not required to be updated - comms to refer to matrix in FEH)	12 days	Mon 4/12/23	Tue 19/12/23		
266		7%		Flight Examiner Handbook (FEH)	348 days	Sat 1/10/22	Wed 31/01/24		
267		100%		Darren Justice (Manager Flight Testing Office) to liaise with Nathan Sullivan re potential updates	1 day	Tue 12/12/23	Tue 12/12/23		
268		100%		Develop a table of licences and medicals to be inserted into the Flight Examiner Handbook	1 day	Wed 13/12/23	Wed 13/12/23	267	Dejan Jovanovic,Nathan Sullivan
269		100%		Review and finalise new table	5 days	Thu 14/12/23	Wed 20/12/23	268	Darren Justice,Nathan Sullivan,Dejan Jovanovic
270		0%		Submit request	2 days	Thu 21/12/23	Fri 22/12/23	269	Darren Justice






















































Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
271		0%		Approve request	2 days	Thu 21/12/23	Fri 22/12/23	269	Scott Duffy
272		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	271	
273		0%		Create Collaboration Space	4 days	Tue 2/01/24	Fri 5/01/24	272	QCP team
274		0%		QCP, FTO and CSC review and agree - QCP preps for LIRA review	4 days	Mon 8/01/24	Thu 11/01/24	273	
275		0%		LIRA review	5 days	Fri 12/01/24	Thu 18/01/24	274	Paul Hibberd
276		0%		Update FEH following review by LIRA	1 day	Fri 19/01/24	Fri 19/01/24	275	
277		0%		Review/approve final version	1 day	Mon 22/01/24	Mon 22/01/24	276	Darren Justice
278		0%		QCP conduct quality check	4 days	Tue 23/01/24	Fri 26/01/24	277	QCP team
279		0%		Endorsement	1 day	Mon 29/01/24	Mon 29/01/24	278	Darren Justice
280		0%		Approval	1 day	Mon 29/01/24	Mon 29/01/24	279SS	Scott Duffy
281		0%		QCP conduct final quality check and publish	2 days	Tue 30/01/24	Wed 31/01/24	280	QCP team
282		0%		Flight Examiner Handbook complete	0 days	Wed 31/01/24	Wed 31/01/24	281	
283		0%		External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
302		89%		SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	426 days	Wed 15/06/22	Wed 31/01/24		
303		72%		Develop "Guidelines - Medical Assessment for Aviation"	250 days	Tue 31/01/23	Mon 15/01/24		
304		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
305		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	304	Andreas Marcelja,Pip Spence
306		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	305	Kate Manderson,Michelle Massey,Nathan Sullivan
307		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	306	Kate Manderson,Michelle Massey,Nathan Sullivan
308		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	307	Prof Cable,Dr Schiemer
309		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	308	Dr Schiemer,Prof Cable
310		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	308	Dean Lammiman,Denise Morman,Michelle Massey
311		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	310	Dean Lammiman,Kate Manderson,Tony Hochberg
312		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
313		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	312	
314		0%		Nathan Sullivan conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	313	Nathan Sullivan
315		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	313SS	Carlie Brewer,Maryanne Ashton-Sporne
316		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	315	Nathan Sullivan
317		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	316	Michelle Massey
318		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	315FF	Dean Lammiman

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
319		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	318FF	Carlie Brewer,Elizabeth Goosen
320		100%		Identify amendments to draft Guidelines following public consultation	1 day	Tue 28/11/23	Tue 28/11/23		
321		100%		Update following public consultation	5 days	Wed 29/11/23	Tue 5/12/23	320	Denise Morman
322		0%		QCP to finalise and arrange the approvals. QCP to publish to Doc Catalogue, Horace, website, etc and link to eLearning module and MRS	29 days	Wed 6/12/23	Mon 15/01/24	321	Denise Morman,Michelle Massey,Nathan Sullivan,QCP team
323		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Mon 15/01/24	Mon 15/01/24	322	
324		98%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	353 days	Mon 26/09/22	Wed 31/01/24		
325		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
326		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
327		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
328		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	327	Kate Manderson
329		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	328	Nathan Sullivan,Tony Hochberg
330		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	329	
331		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	330	Suzanne Petrie
332		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	331FF	Suzanne Petrie
333		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
334		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	333	Suzanne Petrie
335		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	334	Chris Monahan,Paul Hibberd
336		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	335	Andreas Marcelja
337		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	336	Andreas Marcelja
338		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	337	Chace Eldridge
339		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
340		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
341		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
342		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
343		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	342	Chace Eldridge
344		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	343	Part 67 TWG members,Chace Eldridge
345		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	344	Kate Manderson
346		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	345	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
347		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
348		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	347	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
349		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	348	Chace Eldridge, Matt Di Toro
350		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
351		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	350	Chace Eldridge
352		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	351	Chace Eldridge, Part 67 TWG members
353		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	352	Kate Manderson
354		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	353	Chace Eldridge
355		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	354	Pat Murray
356		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	355	Web team
357		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	355FF	Pat Murray
358		90%		DAS to consider ASAP advice (including consultation with the ASC if required) and respond to ASAP Chair (informal advice sent to ASAP Chair 26 October).	44 days	Tue 5/09/23	Fri 3/11/23	357	Pip Spence
359		100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23	358	Suzanne Petrie
360		98%		Public consultation on policy proposal	178 days	Mon 29/05/23	Wed 31/01/24		
361		100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen, Kate Manderson, Nathan Sullivan, Tony Hochberg, Carlie Brewer, Suzanne Petrie
362		100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	361FF	
363		100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	362SS	Fran Hannan, Mel Hamilton, Michelle Massey, Nathan Sullivan
364		100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	363SS	Elizabeth Goosen
365		100%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	361	
366		0%		Callida Consulting contract	84 days	Tue 26/09/23	Fri 19/01/24		
367		100%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		
368		100%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	367	
369		100%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	368	
370		100%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	369	
371		50%		Contract Milestone - Analyse and Deliver Phases	35 days	Tue 31/10/23	Mon 18/12/23		
372		50%		Present Findings Dashboard	1 day	Mon 18/12/23	Mon 18/12/23	371FF	
373		50%		Provide written findings report	1 day	Mon 18/12/23	Mon 18/12/23	371FF	
374		0%		Draft SOC	1 day	Mon 18/12/23	Mon 18/12/23	371FF	
375		0%		Commence Final SOC	4 days	Tue 19/12/23	Fri 22/12/23	374	
376		0%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	375	
377		0%		Continue after Xmas - Final SOC	9 days	Tue 2/01/24	Fri 12/01/24	376	
378		0%		Provide brief presentation of findings	5 days	Mon 15/01/24	Fri 19/01/24	377	
379		0%		Callida Contract complete	0 days	Fri 19/01/24	Fri 19/01/24	378	
380		0%		Incorporate 'CASA responses' to the Callida SOC	5 days	Mon 15/01/24	Fri 19/01/24	377	

Part 67 project schedule - v0.25 as at 11 December 2023

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
381	0%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 22/01/24	Mon 22/01/24	380	Michelle Massey
382	0%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Tue 23/01/24	Mon 29/01/24	381	Carlie Brewer
383	0%		SED provides the DAS with the comms pack and SOC	1 day	Tue 30/01/24	Tue 30/01/24	382	Amanda Palmer
384	0%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Tue 30/01/24	Tue 30/01/24	382	Amanda Palmer
385	0%		SOC and responses published to Consultation Hub and comms released	1 day	Wed 31/01/24	Wed 31/01/24	384	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
386	0%		Public consultation and SOC completed	0 days	Wed 31/01/24	Wed 31/01/24	385	
387	87%		Exemption Instrument for Class 5 Medical Self-Declaration	267 days	Mon 23/01/23	Tue 30/01/24		
388	100%		Draft DIs for exemption instrument and send preliminary version to LIRA	210 days	Mon 23/01/23	Fri 10/11/23		Suzanne Petrie
389	100%		Final version of DIs to LIRA	5 days	Mon 13/11/23	Fri 17/11/23	388	
390	100%		Draft the exemption instrument	7 days	Mon 20/11/23	Tue 28/11/23	389	Paul Hibberd
391	100%		Circulate draft exemption instrument to internal SMEs for feedback and incorporate changes	6 days	Wed 29/11/23	Wed 6/12/23	390	
392	100%		Circulate draft exemption instrument (plus Callida report and bowtie risk assessment) to TWG for feedback	1 day	Thu 7/12/23	Thu 7/12/23	391	
393	100%		TWG to review draft exemption instrument and provide feedback	4 days	Thu 7/12/23	Tue 12/12/23	392SS	
394	100%		TWG meeting	1 day	Wed 13/12/23	Wed 13/12/23	393	
395	25%		Settle exemption instrument following all feedback	25 days	Wed 13/12/23	Tue 16/01/24	393	
396	75%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	18 days	Wed 13/12/23	Fri 5/01/24	393	
397	0%		SFR approved by EM SED	1 day	Mon 8/01/24	Mon 8/01/24	396	Andreas Marcelja
398	0%		SFR approved by A/EM NOS	1 day	Tue 9/01/24	Tue 9/01/24	397	Joe Rule
399	0%		SFR approved by the DAS	3 days	Wed 10/01/24	Fri 12/01/24	398	Pip Spence
400	0%		Approved SFR submitted to LIRA	1 day	Mon 15/01/24	Mon 15/01/24	399	Michelle Massey
401	48%		Making the exemption instrument	42 days	Mon 4/12/23	Tue 30/01/24		
402	100%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and draft exemption instrument and circulate internally for feedback and seek approval	23 days	Mon 4/12/23	Wed 3/01/24		Paul Hibberd,Soula Papadopoulos
403	0%		Key project stakeholders review exemption instrument and explanatory statement and provide feedback	6 days	Thu 4/01/24	Thu 11/01/24	402	
404	0%		Incorporate feedback on exemption instrument and explanatory statement. Finalise instrument package and complete editorial reviews.	3 days	Fri 12/01/24	Tue 16/01/24	403	Soula Papadopoulos,Paul Hibberd
405	0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	3 days	Wed 17/01/24	Fri 19/01/24	404	Andreas Marcelja,Michelle Massey,Paul Hibberd,Jonathan Aleck
406	0%		Instrument package and D.C.S Minute cleared by LIRA and submitted to the DAS for making	4 days	Mon 22/01/24	Thu 25/01/24	405	Pip Spence,Jonathan Aleck
407	0%		Instrument Made	0 days	Thu 25/01/24	Thu 25/01/24	406	Pip Spence
408	0%		Australia Day public holiday	1 day	Fri 26/01/24	Fri 26/01/24	407	
409	0%		Register on FRLI (within 2 days)	2 days	Mon 29/01/24	Tue 30/01/24	408	Nadia Spesyvy
410	0%		Notify internal stakeholders	1 day	Tue 30/01/24	Tue 30/01/24	409FF	Fran Hannan
411	0%		Update project webpage	1 day	Tue 30/01/24	Tue 30/01/24	409FF	Carlie Brewer




Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
412		0%		Update subscriber notifications	1 day	Tue 30/01/24	Tue 30/01/24	409FF	Fran Hannan
413		0%		Instrument for Class 5 medical self-declaration complete	0 days	Tue 30/01/24	Tue 30/01/24	412	
414		100%		Cost and economic impact analysis report	26 days	Wed 1/11/23	Wed 6/12/23		
422		48%		Implementation Tasks	414 days?	Wed 15/06/22	Mon 15/01/24		
423		100%		MRS enhancements	89 days	Wed 13/09/23	Mon 15/01/24		
424		100%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
425		100%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	424	
426		100%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	425	
427		100%		MRS build	20 days	Mon 23/10/23	Fri 17/11/23	426	
428		100%		Test	5 days	Mon 20/11/23	Fri 24/11/23	427	
429		100%		Re-test	5 days	Mon 27/11/23	Fri 1/12/23	428	
430		100%		UAT	5 days	Mon 27/11/23	Fri 1/12/23	429SS	
431		0%		Re-test	2 days	Mon 4/12/23	Tue 5/12/23	430	
432		0%		Sign-off	1 day	Wed 6/12/23	Wed 6/12/23	431	
433		0%		MRS - system ready	1 day	Thu 7/12/23	Thu 7/12/23	432	
434		0%		Link to "Guidelines - Medical Assessment for Aviation"	1 day	Mon 15/01/24	Mon 15/01/24	322FF	
435		0%		MRS enhancements complete	0 days	Mon 15/01/24	Mon 15/01/24	434	
436		0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
446		0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
448		100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
451		0%		Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
463		100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
469		94%		Journey Maps (current and future state)	383 days	Mon 4/07/22	Wed 20/12/23		
470		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren
471		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman,Simon Gojkovic,Ben MacLaren,Kate Manderson,Tony Hochberg
472		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	471	Ben MacLaren,Denise Morman
473		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	472SS	Ben MacLaren,Denise Morman
474		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	472SS	Ben MacLaren
475		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	474	Denise Morman
476		81%		Draft Journey Map (Class 5 medical self-declared) prepared and reworked until final (future state)	236 days	Wed 25/01/23	Wed 20/12/23	475	Ben MacLaren
477		0%		Journey maps complete	0 days	Wed 20/12/23	Wed 20/12/23	476	
478		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
485		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 20/05/24	Mon 22/07/24		
496		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
497		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden,Simon Gojkovic,Ben MacLaren
498		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
499		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	498	Simon Gojkovic,Ben Maclaren,Simon Boddy
500		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	499	Denise Morman
501		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	500	
502		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
503		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
504		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
505		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
506		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
507		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	506	Mark Roberts
508		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	507	Mark Roberts,Denise Morman
509		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	508	Denise Morman
510		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	509	Denise Morman
511		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
512		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		
513		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
514		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
515		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
516		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	515	
517		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
518		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	517	
519		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
527		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
528		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
529		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	5 days	Mon 4/12/23	Fri 8/12/23	528	Paul Hibberd,Steering Committee members
530		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	529	Steering Committee members
531		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	530	Andreas Marcelja
532		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	531	Chris Monahan
533		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	532	
534		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	10 days	Mon 15/01/24	Fri 26/01/24		
535		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	7 days	Mon 15/01/24	Tue 23/01/24	405	Denise Morman
536		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 24/01/24	Wed 24/01/24	535	Denise Morman
537		0%		Update Gate Review documentation and circulate	2 days	Thu 25/01/24	Fri 26/01/24	536	Denise Morman
538		0%		Gate Review completed	0 days	Fri 26/01/24	Fri 26/01/24	537	
539		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
541		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					

Part 67 project schedule - v0.25 as at 11 December 2023

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
674		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
681		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

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Part 67 project schedule - v0.26 as at 8 January 2024

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	52%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	72%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	422 days?	Wed 15/06/22	Thu 25/01/24		
64	100%		Communication Strategy	290 days	Fri 12/06/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	44 days	Mon 27/11/23	Thu 25/01/24		
80	100%		Develop Implementation Plan (Communications)	8 days	Mon 27/11/23	Wed 6/12/23		
81	100%		Send Implementation Plan (Communications) to project for review	4 days	Thu 7/12/23	Tue 12/12/23	80	
82	100%		Update and send Implementation Plan (Communications) for final approval	1 day	Wed 13/12/23	Wed 13/12/23	81	
83	100%		Send to SRO for review and incorporate any feedback	15 days	Thu 14/12/23	Wed 3/01/24	82	
84	75%		Develop comms message for SOC and launch of the Class 5. Stakeholder review and management approval.	16 days	Thu 4/01/24	Thu 25/01/24	83	
85	100%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	355 days	Tue 6/09/22	Mon 15/01/24		
86	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
87	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	86	Nicky Speers,Tony Hochberg
88	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	87FF	Nicky Speers
89	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
90	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	88	Nicky Speers
91	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	90	Andreas Marcelja
92	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
93	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
94	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July - not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	93	Philippa Crome
95	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
96	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg

Part 67 project schedule - v0.26 as at 8 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97		0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	96	
98		100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson, Mel Wildey
99		100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	98SS+1 day	Kate Manderson, Prof Cab
100		100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	99	Mel Wildey, Prof Cab, Kate Manderson
101		0%		eLearning Module - Introduction	90 days	Tue 12/09/23	Mon 15/01/24		
102		100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
103		100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
104		100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
105		100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
106		100%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	105	
107		100%		SME sign off - Dr Tony Hochberg	3 days	Mon 30/10/23	Wed 1/11/23	106	
108		100%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	107	
109		100%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	108FF	
110		100%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	109	
111		100%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	110SS	
112		100%		Course Sponsor sign off - Andreas Marcelja	7 days	Tue 7/11/23	Wed 15/11/23	110SS	
113		100%		SME sign off - Dr Kate Manderson	6 days	Tue 7/11/23	Tue 14/11/23	110SS	
114		100%		Input Quality Assurance Feedback	2 days	Thu 16/11/23	Fri 17/11/23	112	
115		100%		Input Course Sponsor feedback	2 days	Thu 16/11/23	Fri 17/11/23	114SS	
116		100%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	115	
117		100%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	116	
118		0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	117SS+2 day	
119		0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	118SS	
120		0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	119SS+2 day	
121		0%		Finalisation and implementation delayed - awaiting publishing of final "Guidelines - Medical Assessment for Aviation"	1 day	Mon 15/01/24	Mon 15/01/24	324FF	
122		0%		eLearning Module - Introduction - complete (available from 2 February 2024)	0 days	Mon 15/01/24	Mon 15/01/24	121	
123		0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
138		0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	127	
139		54%		CSC AvMed Artefacts	458 days?	Wed 15/06/22	Fri 15/03/24		
140		58%		Internal	90 days	Fri 15/11/23	Fri 15/03/24		Kelsey Kadam
141		55%		"Quick Start Guide" for staff	14 days	Mon 8/01/24	Thu 25/01/24		
142		100%		Create the information pack for staff who will be taking calls. Include the medical certificate comparisons table, FAQs and other important information	10 days	Mon 8/01/24	Fri 19/01/24		Kelsey Kadam
143		10%		Conduct internal review	5 days	Mon 15/01/24	Fri 19/01/24		Kelsey Kadam
144		0%		OJT provided to RPAS and online services, AvMed and FCL	4 days	Mon 22/01/24	Thu 25/01/24	142	Kelsey Kadam
145		0%		Quick Start Guide for staff delivered and OJT provided	0 days	Thu 25/01/24	Thu 25/01/24	144	Kelsey Kadam
146		76%		Audit Process for Aviation Medicals (CASA-04-5895)	57 days	Mon 13/11/23	Tue 30/01/24		
147		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam
148		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	147SS	Nathan Sullivan
149		100%		Create Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	147SS	QCP team
150		100%		Update process for Class 5	5 days	Mon 20/11/23	Fri 24/11/23	149	Kelsey Kadam

Part 67 project schedule - v0.26 as at 8 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
151		100%		Review updated process	5 days	Mon 27/11/23	Fri 1/12/23	150	Shannen Juleff,Amy Adamson
152		100%		Update process following review	15 days	Mon 4/12/23	Fri 22/12/23	151	Kelsey Kadam
153		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	152	
154		100%		Review/approve final version	4 days	Tue 2/01/24	Fri 5/01/24	153	Amy Adamson
155		100%		Review/approve final version	5 days	Mon 8/01/24	Fri 12/01/24	154	Shannen Juleff
156		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	155	QCP team
157		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	156	Amy Adamson
158		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	157	Nathan Sullivan
159		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	158	QCP team
160		0%		Audit Process for Aviation Medicals update complete	0 days	Tue 30/01/24	Tue 30/01/24	159	
161		36%		Aviation Medicine Complex Case Work Instruction (CASA-04-5929)	58 days	Mon 13/11/23	Wed 31/01/24		
162		100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam,Shannen Juleff
163		100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	162SS	Nathan Sullivan
164		100%		Collaboration Space [already open]	1 day	Mon 13/11/23	Mon 13/11/23	162SS	QCP team
165		100%		Update Work Instruction	25 days	Mon 20/11/23	Fri 22/12/23	164	Kelsey Kadam
166		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	165	
167		0%		Review updated Work Instruction (include a review by LIRA)	14 days	Tue 2/01/24	Fri 19/01/24	166	Shannen Juleff,Amy Adamson,Soula Papadopoulos
168		0%		Update Work Instruction following review	1 day	Mon 22/01/24	Mon 22/01/24	167	Kelsey Kadam
169		0%		Review/approve final version	1 day	Tue 23/01/24	Tue 23/01/24	168	Amy Adamson
170		0%		QCP conduct quality check	3 days	Wed 24/01/24	Fri 26/01/24	169	QCP team
171		0%		Endorsement	1 day	Mon 29/01/24	Mon 29/01/24	170	Amy Adamson
172		0%		Approval	1 day	Mon 29/01/24	Mon 29/01/24	171SS	Nathan Sullivan
173		0%		QCP conduct final quality check and publish	2 days	Tue 30/01/24	Wed 31/01/24	172	QCP team
174		0%		Aviation Medicine Complex Case Work Instruction update complete	0 days	Wed 31/01/24	Wed 31/01/24	173	
175		45%		AvMed Assessor Work Instruction (CASA-04-0173)	32 days	Mon 18/12/23	Tue 30/01/24		
176		100%		Submit request	1 day	Mon 18/12/23	Mon 18/12/23		Kelsey Kadam
177		100%		Approve request	1 day	Tue 19/12/23	Tue 19/12/23	176	Nathan Sullivan
178		100%		Collaboration Space	3 days	Wed 20/12/23	Fri 22/12/23	177	QCP team
179		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	178	
180		100%		Update Work Instruction	2 days	Tue 2/01/24	Wed 3/01/24	179	Kelsey Kadam
181		100%		Review updated Work Instruction	1 day	Thu 4/01/24	Thu 4/01/24	180	Shannen Juleff
182		100%		Update Work Instruction following review	1 day	Fri 5/01/24	Fri 5/01/24	181	Kelsey Kadam
183		100%		Review/approve final version	1 day	Fri 5/01/24	Fri 5/01/24	181	Shannen Juleff
184		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	183	QCP team
185		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	184	Amy Adamson
186		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	185	Nathan Sullivan
187		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	186	QCP team
188		0%		AvMed Assessor Work Instruction update complete	0 days	Tue 30/01/24	Tue 30/01/24	187	
189		100%		Basic Class 2/Class 5 Decision Tree	30 days	Mon 27/11/23	Fri 5/01/24		
195		0%		CLASS "Introduction to Aviation Medicine" eLearning module (not required before commencement)	30 days	Mon 5/02/24	Fri 15/03/24		
197		37%		External	428 days?	Wed 15/06/22	Fri 2/02/24		
198		73%		Update DAME Handbook (CASA-03-0172)	45 days	Mon 4/12/23	Fri 2/02/24		
199		100%		Identify changes and submit request (including converting to new template)	10 days	Mon 4/12/23	Fri 15/12/23	252SS	Kelsey Kadam

Part 67 project schedule - v0.26 as at 8 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
200		100%		Approve request	1 day	Fri 15/12/23	Fri 15/12/23	199FF	Nathan Sullivan
201		100%		Create Collaboration Space	1 day	Mon 18/12/23	Mon 18/12/23	200	QCP team
202		100%		Identify changes to the DAME Handbook and changes to website as HTML	1 day	Tue 19/12/23	Tue 19/12/23	201	Kelsey Kadam
203		100%		Review and contribute content for updated DAME Handbook	3 days	Wed 20/12/23	Fri 22/12/23	202	Kate Manderson
204		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	203	
205		100%		Kate to continue reviewing DAME Handbook (chapter 4 amendments only)	4 days	Tue 2/01/24	Fri 5/01/24	204	Kate Manderson
206		100%		Update DAME Handbook following review and send to LIRA	10 days	Mon 8/01/24	Fri 19/01/24	205	Kelsey Kadam
207		0%		LIRA review	4 days	Mon 22/01/24	Thu 25/01/24	206	Soula Papadopoulous
208		0%		Australia Day	1 day	Fri 26/01/24	Fri 26/01/24	207	
209		0%		Update DAME Handbook following review by LIRA	1 day	Mon 29/01/24	Mon 29/01/24	208	Kelsey Kadam
210		0%		Review/approve final version	1 day	Mon 29/01/24	Mon 29/01/24	208	Kate Manderson
211		0%		QCP conduct quality check	2 days	Tue 30/01/24	Wed 31/01/24	210	QCP team
212		0%		Endorsement	1 day	Thu 1/02/24	Thu 1/02/24	211	Kate Manderson
213		0%		Approval	1 day	Thu 1/02/24	Thu 1/02/24	212SS	Nathan Sullivan
214		0%		QCP conduct final quality check and publish	1 day	Fri 2/02/24	Fri 2/02/24	213	QCP team
215		0%		DAME Handbook update complete	0 days	Fri 2/02/24	Fri 2/02/24	214	
216		0%		MRS User Guides (not required before commencement)	40 days?	Wed 15/06/22	Tue 9/08/22		
222		85%		CSC FCL Artefacts	44 days	Thu 30/11/23	Tue 30/01/24		
223		82%		Internal	44 days	Thu 30/11/23	Tue 30/01/24		
224		100%		Form 61-PLAc – Checklist – Initial Issue (Aeroplane/Helicopter) (CASA-04-5509)	9 days	Thu 30/11/23	Tue 12/12/23		
237		74%		Domestic Licence – Work Instructions (CASA-03-5834)	42 days	Mon 4/12/23	Tue 30/01/24		
238		100%		Identify changes and submit request (including converting to new template)	6 days	Mon 4/12/23	Mon 11/12/23		Vanessa Ross
239		100%		Approve request	1 day	Mon 11/12/23	Mon 11/12/23	238FF	Nathan Sullivan
240		100%		Create Collaboration Space	1 day	Mon 11/12/23	Mon 11/12/23	239FF	QCP team
241		100%		Update all references to minimum medical requirements for RPL	1 day	Mon 11/12/23	Mon 11/12/23	240FF	Vanessa Ross
242		100%		Review updated Work Instructions	4 days	Tue 12/12/23	Fri 15/12/23	241	Dejan Jovanovic,Ronelle Knight-Moore
243		100%		Update Work Instructions following review (incorporate screen shots) and resolve grammar software issue	17 days	Mon 18/12/23	Tue 9/01/24	242	Vanessa Ross
244		100%		Review/approve final version	1 day	Wed 10/01/24	Wed 10/01/24	243	Dejan Jovanovic
245		0%		QCP conduct quality check	5 days	Mon 15/01/24	Fri 19/01/24	244	QCP team
246		0%		Endorsement	1 day	Mon 22/01/24	Mon 22/01/24	245	Dejan Jovanovic
247		0%		Approval	1 day	Tue 23/01/24	Tue 23/01/24	246	Nathan Sullivan
248		0%		QCP conduct final quality check and publish	5 days	Wed 24/01/24	Tue 30/01/24	247	QCP team
249		0%		Domestic Licence - Work Instructions Update complete	0 days	Tue 30/01/24	Tue 30/01/24	248	
250		100%		External	12 days	Mon 4/12/23	Tue 19/12/23		
251		100%		Flight Crew Licensing Manual (CASA-03-0227) (not required to be updated - comms to refer to matrix in FEH)	12 days	Mon 4/12/23	Tue 19/12/23		
267		8%		Flight Examiner Handbook (FEH)	351 days	Sat 1/10/22	Mon 5/02/24		
268		100%		Darren Justice (Manager Flight Testing Office) to liaise with Nathan Sullivan re potential updates	1 day	Tue 12/12/23	Tue 12/12/23		
269		100%		Develop a table of licences and medicals to be inserted into the Flight Examiner Handbook	1 day	Wed 13/12/23	Wed 13/12/23	268	Dejan Jovanovic,Nathan Sullivan

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
270		100%		Review and finalise new table	5 days	Thu 14/12/23	Wed 20/12/23	269	Darren Justice,Nathan Sullivan,Dejan Jovanovic
271		100%		Submit request	2 days	Thu 21/12/23	Fri 22/12/23	270	Darren Justice
272		100%		Approve request	2 days	Thu 21/12/23	Fri 22/12/23	270	Scott Duffy
273		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	272	
274		100%		Create Collaboration Space	1 day	Mon 1/01/24	Mon 8/01/24	273	QCP team
275		100%		QCP and FTO review and agree - QCP preps for LIRA review	1 day	Tue 9/01/24	Tue 9/01/24	274	
276		0%		LIRA review	12 days	Wed 10/01/24	Thu 25/01/24	275	Soula Papadopoulos
277		0%		Australia Day	1 day	Fri 26/01/24	Fri 26/01/24	276	
278		0%		Update FEH following review by LIRA	1 day	Mon 29/01/24	Mon 29/01/24	277	
279		0%		Review/approve final version	1 day	Tue 30/01/24	Tue 30/01/24	278	Darren Justice
280		0%		QCP conduct quality check	2 days	Wed 31/01/24	Thu 1/02/24	279	QCP team
281		0%		Endorsement	1 day	Fri 2/02/24	Fri 2/02/24	280	Darren Justice
282		0%		Approval	1 day	Fri 2/02/24	Fri 2/02/24	281SS	Scott Duffy
283		0%		QCP conduct final quality check and publish	1 day	Mon 5/02/24	Mon 5/02/24	282	QCP team
284		0%		Flight Examiner Handbook complete	0 days	Mon 5/02/24	Mon 5/02/24	283	
285		0%		External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
304		90%		SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	428 days?	Wed 15/06/22	Fri 2/02/24		
305		72%		Develop "Guidelines - Medical Assessment for Aviation"	250 days	Tue 31/01/23	Mon 15/01/24		
306		100%		PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose.	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
307		100%		Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	306	Andreas Marcelja,Pip Spence
308		100%		BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	307	Kate Manderson,Michelle Massey,Nathan Sullivan
309		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	308	Kate Manderson,Michelle Massey,Nathan Sullivan
310		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	309	Prof Cable,Dr Schiemer
311		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	310	Dr Schiemer,Prof Cable
312		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	310	Dean Lammiman,Denise Morman,Michelle Massey
313		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaise with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	312	Dean Lammiman,Kate Manderson,Tony Hochberg
314		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
315		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	314	
316		0%		Nathan Sullivan conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	315	Nathan Sullivan

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
317		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	315SS	Carlie Brewer, Maryanne Ashton-Sporne
318		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	317	Nathan Sullivan
319		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	318	Michelle Massey
320		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	317FF	Dean Lammiman
321		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	320FF	Carlie Brewer, Elizabeth Goosen
322		100%		Identify amendments to draft Guidelines following public consultation	1 day	Tue 28/11/23	Tue 28/11/23		
323		100%		Update following public consultation	5 days	Wed 29/11/23	Tue 5/12/23	322	Denise Morman
324		0%		QCP to finalise and arrange the approvals. QCP to publish to Doc Catalogue, Horace, website, etc and link to eLearning module and MRS	29 days	Wed 6/12/23	Mon 15/01/24	323	Denise Morman, Michelle Massey, Nathan Sullivan, QCP team
325		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Mon 15/01/24	Mon 15/01/24	324	
326		100%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	355 days	Mon 26/09/22	Wed 31/01/24		
327		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd, Denise Morman
328		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
329		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
330		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	329	Kate Manderson
331		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	330	Nathan Sullivan, Tony Hochberg
332		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	331	
333		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	332	Suzanne Petrie
334		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	333FF	Suzanne Petrie
335		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		
336		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	335	Suzanne Petrie
337		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	336	Chris Monahan, Paul Hibberd
338		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	337	Andreas Marcelja
339		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	338	Andreas Marcelja
340		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	339	Chace Eldridge
341		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 26/04/23	Wed 26/04/23		Part 67 TWG members
342		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
343		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
344		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
345		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	344	Chace Eldridge
346		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	345	Part 67 TWG members, Chace Eldridge
347		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	346	Kate Manderson

Part 67 project schedule - v0.26 as at 8 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
348		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	347	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
349		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
350		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	349	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
351		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	350	Chace Eldridge,Matt Di Toro
352		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
353		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	352	Chace Eldridge
354		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	353	Chace Eldridge,Part 67 TWG members
355		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	354	Kate Manderson
356		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	355	Chace Eldridge
357		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	356	Pat Murray
358		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	357	Web team
359		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	357FF	Pat Murray
360		100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23		Suzanne Petrie
361		100%		Public consultation on policy proposal	178 days	Mon 29/05/23	Wed 31/01/24		
362		100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie
363		100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	362FF	
364		100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	363SS	Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
365		100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	364SS	Elizabeth Goosen
366		100%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	362	
367		100%		Callida Consulting contract	84 days	Tue 26/09/23	Fri 19/01/24		
368		100%		Draft the contract and have it signed by both parties	16 days	Tue 26/09/23	Tue 17/10/23		
369		100%		Contract Milestone - Align Phase	1 day	Wed 18/10/23	Wed 18/10/23	368	
370		100%		Contract Milestone - Discover Phase	3 days	Thu 19/10/23	Mon 23/10/23	369	
371		100%		Contract Milestone - Prepare Phase	9 days	Tue 24/10/23	Fri 3/11/23	370	
372		100%		Contract Milestone - Analyse and Deliver Phases	35 days	Tue 31/10/23	Mon 18/12/23		
373		100%		Present Findings Dashboard	1 day	Mon 18/12/23	Mon 18/12/23	372FF	
374		100%		Provide written themes report	1 day	Mon 18/12/23	Mon 18/12/23	372FF	
















































Part 67 project schedule - v0.26 as at 8 January 2024

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
375	100%	➡	Draft SOC	1 day	Mon 18/12/23	Mon 18/12/23	372FF	
376	100%	➡	Commence Final SOC	4 days	Tue 19/12/23	Fri 22/12/23	375	
377	100%	➡	Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	376	
378	100%	➡	Continue after Xmas - Final SOC	9 days	Tue 2/01/24	Fri 12/01/24	377	
379	100%	➡	Provide brief presentation of findings	1 day	Tue 16/01/24	Tue 16/01/24	378	
380	100%	➡	Callida and CASA to refine SOC, if needed	3 days	Wed 17/01/24	Fri 19/01/24	379	
381	100%	➡	Callida Contract complete	0 days	Fri 19/01/24	Fri 19/01/24	380	
382	100%	➡	Incorporate 'CASA responses' to the Callida SOC	5 days	Mon 15/01/24	Fri 19/01/24	378	
383	100%	➡	SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 22/01/24	Mon 22/01/24	382	Michelle Massey
384	100%	➡	QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Tue 23/01/24	Mon 29/01/24	383	Carlie Brewer
385	100%	➡	SED provides the DAS with the comms pack and SOC	1 day	Tue 30/01/24	Tue 30/01/24	384	Amanda Palmer
386	100%	➡	SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Tue 30/01/24	Tue 30/01/24	384	Amanda Palmer
387	100%	➡	SOC and responses published to Consultation Hub and comms released	1 day	Wed 31/01/24	Wed 31/01/24	386	Carlie Brewer, Elizabeth Goosen, Fran Hannan, Mel Hamilton
388	100%	➡	Public consultation and SOC completed	0 days	Wed 31/01/24	Wed 31/01/24	387	
389	85%	➡	Exemption Instrument for Class 5 Medical Self-Declaration	267 days	Mon 23/01/23	Tue 30/01/24		
390	100%	➡	Draft DIs for exemption instrument and send preliminary version to LIRA	210 days	Mon 23/01/23	Fri 10/11/23		Suzanne Petrie
391	100%	➡	Final version of DIs to LIRA	5 days	Mon 13/11/23	Fri 17/11/23	390	
392	100%	➡	Draft the exemption instrument	7 days	Mon 20/11/23	Tue 28/11/23	391	Paul Hibberd
393	100%	➡	Circulate draft exemption instrument to internal SMEs for feedback and incorporate changes	6 days	Wed 29/11/23	Wed 6/12/23	392	
394	100%	➡	Circulate draft exemption instrument (plus Callida report and bowtie risk assessment) to TWG for feedback	1 day	Thu 7/12/23	Thu 7/12/23	393	
395	100%	➡	TWG to review draft exemption instrument and provide feedback	4 days	Thu 7/12/23	Tue 12/12/23	394SS	
396	100%	➡	Final TWG meeting and TWG report	28 days	Wed 13/12/23	Fri 19/01/24		
397	100%	➡	TWG meeting - 13 December 2023	1 day	Wed 13/12/23	Wed 13/12/23	395	
398	100%	➡	Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Tue 19/12/23	Wed 20/12/23		Matt Di Toro
399	100%	➡	TWG provide feedback and Secretariat updates draft TWG report	2 days	Thu 21/12/23	Fri 22/12/23	398	
400	100%	➡	CASA PMO to review TWG report and provide final comments	13 days	Thu 21/12/23	Mon 8/01/24	398	
401	100%	➡	TWG report circulated to ASAP for feedback/approval	13 days	Thu 21/12/23	Mon 8/01/24	398	
402	100%	➡	Meeting with ASAP Chair regarding strengthening CASA's response on the TWG report	1 day	Tue 9/01/24	Tue 9/01/24	401	
403	100%	➡	Revised commentary confirmed and additional info provided regarding operational limitations	1 day	Tue 9/01/24	Tue 9/01/24	402SS	
404	0%	➡	ASAP Chair emailed ASAP members - out of session request - to review and approve the updated TWG report	4 days	Tue 9/01/24	Fri 12/01/24	402SS	
405	0%	➡	TWG report published on CASA website	5 days	Mon 15/01/24	Fri 19/01/24	404	
406	0%	➡	ASAP Chair formulates advice and provides to the DAS for consideration - forms part of the final instrument package	3 days	Wed 10/01/24	Fri 12/01/24	403	
407	25%	➡	Settle exemption instrument following all feedback	25 days	Wed 13/12/23	Tue 16/01/24	395	
408	100%	➡	SFR for the exemption instrument updated and cleared by CSC Branch Manager	17 days	Wed 13/12/23	Thu 4/01/24	395	
409	0%	➡	SFR approved by A/EM NOS	6 days	Fri 5/01/24	Fri 12/01/24	408	Joe Rule, Adrian Slootjes
410	0%	➡	SFR approved by EM SED	1 day	Mon 15/01/24	Mon 15/01/24	409	Andreas Marcelja

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
411		0%		SFR approved by the DAS	3 days	Tue 16/01/24	Thu 18/01/24	410	Pip Spence
412		0%		Approved SFR submitted to LIRA	1 day	Fri 19/01/24	Fri 19/01/24	411	Michelle Massey
413		51%		Making the exemption instrument	42 days	Mon 4/12/23	Tue 30/01/24		
414		100%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and draft exemption instrument and circulate internally for feedback and seek approval	23 days	Mon 4/12/23	Wed 3/01/24		Paul Hibberd,Soula Papadopoulos
415		100%		Key project stakeholders review exemption instrument and explanatory statement and provide feedback	6 days	Thu 4/01/24	Thu 11/01/24	414	
416		0%		Incorporate feedback on exemption instrument and explanatory statement. Finalise instrument package (exemption instrument, ES, DAS Minute, Cost and Economic Impact Analysis Report, SFR) and complete editorial reviews.	3 days	Fri 12/01/24	Tue 16/01/24	415	Soula Papadopoulos,Paul Hibberd
417		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	3 days	Wed 17/01/24	Fri 19/01/24	416	Andreas Marcelja,Michelle Massey,Jonathan Aleck
418		0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	4 days	Mon 22/01/24	Thu 25/01/24	417	Pip Spence,Jonathan Aleck
419		0%		Instrument Made	0 days	Thu 25/01/24	Thu 25/01/24	418	Pip Spence
420		0%		Australia Day public holiday	1 day	Fri 26/01/24	Fri 26/01/24	419	
421		0%		Register on FRLI (within 2 days)	2 days	Mon 29/01/24	Tue 30/01/24	420	Nadia Spesyvy
422		0%		Notify internal stakeholders	1 day	Tue 30/01/24	Tue 30/01/24	421FF	Fran Hannan
423		0%		Update project webpage	1 day	Tue 30/01/24	Tue 30/01/24	421FF	Carlie Brewer
424		0%		Update subscriber notifications	1 day	Tue 30/01/24	Tue 30/01/24	421FF	Fran Hannan
425		0%		Instrument for Class 5 medical self-declaration complete and will commence on 2 February 2024	0 days	Tue 30/01/24	Tue 30/01/24	424	
426		100%		Cost and economic impact analysis report	26 days	Wed 1/11/23	Wed 6/12/23		
434		48%		Implementation Tasks	428 days?	Wed 15/06/22	Fri 2/02/24		
435		100%		MRS enhancements	103 days	Wed 13/09/23	Fri 2/02/24		
436		100%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
437		100%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	436	
438		100%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	437	
439		100%		MRS build	20 days	Mon 23/10/23	Fri 17/11/23	438	
440		100%		Test	5 days	Mon 20/11/23	Fri 24/11/23	439	
441		100%		Re-test	5 days	Mon 27/11/23	Fri 1/12/23	440	
442		100%		UAT	5 days	Mon 27/11/23	Fri 1/12/23	441SS	
443		100%		Re-test	2 days	Mon 4/12/23	Tue 5/12/23	442	
444		100%		7 December 2023 go live date postponed to 2 February 2024	1 day	Wed 6/12/23	Wed 6/12/23	443	
445		0%		ITB team to implement changes identified from demo on 13 December 2023	9 days	Tue 2/01/24	Fri 12/01/24		
446		0%		Link to "Guidelines - Medical Assessment for Aviation"	1 day	Mon 15/01/24	Mon 15/01/24	445	
447		0%		UAT	5 days	Mon 15/01/24	Fri 19/01/24	445	
448		0%		ITB to remediate any bugs found in UAT	6 days	Mon 22/01/24	Mon 29/01/24	447	
449		0%		MRS overnight release on 1 February 2024	1 day	Thu 1/02/24	Thu 1/02/24		
450		0%		Go live - 2 February 2024	1 day	Fri 2/02/24	Fri 2/02/24	449	
451		0%		MRS enhancements complete	0 days	Fri 2/02/24	Fri 2/02/24	450	
452		0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
462		0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
464		100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		

Part 67 project schedule - v0.26 as at 8 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
467		0%		Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
479		100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
485		91%		Journey Maps (current and future state)	405 days	Mon 4/07/22	Fri 19/01/24		
486		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
487		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
488		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	487	Ben MacLaren, Denise Morman
489		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	488SS	Ben MacLaren, Denise Morman
490		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	488SS	Ben MacLaren
491		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	490	Denise Morman
492		74%		Draft Journey Maps (Class 5 medical self-declared) prepared and reworked until final	258 days	Wed 25/01/23	Fri 19/01/24	491	Ben MacLaren
493		0%		Journey maps complete	0 days	Fri 19/01/24	Fri 19/01/24	492	
494		0%		Indemnity cover for GPs providing advice on Class 5 medical self-declaration	30 days	Mon 8/01/24	Fri 16/02/24		
495		0%		Prepare and send a letter to Medical Defence Organisations (5 orgs approved in Australia to be medical indemnity providers)	5 days	Mon 8/01/24	Fri 12/01/24		Paul Hibberd
496		0%		Collate responses from the organisations	20 days	Mon 15/01/24	Fri 9/02/24	495	Kate Manderson
497		0%		Next steps to be determine following responses	5 days	Mon 12/02/24	Fri 16/02/24	496	Kate Manderson, Paul Hibberd
498		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
505		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 20/05/24	Mon 22/07/24		
516		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
517		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
518		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
519		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	518	Simon Gojkovic, Ben MacLaren, Simon Boddy
520		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	519	Denise Morman
521		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	520	
522		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
523		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
524		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
525		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts
526		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
527		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	526	Mark Roberts

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
528		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	527	Mark Roberts,Denise Morman
529		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	528	Denise Morman
530		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	529	Denise Morman
531		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
532		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		
533		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
534		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
535		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
536		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	535	
537		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
538		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	537	
539		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
547		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
548		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
549		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	5 days	Mon 4/12/23	Fri 8/12/23	548	Paul Hibberd,Steering Committee members
550		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	549	Steering Committee members
551		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	550	Andreas Marcelja
552		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	551	Chris Monahan
553		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	552	
554		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	10 days	Mon 15/01/24	Fri 26/01/24		
555		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	7 days	Mon 15/01/24	Tue 23/01/24	417	Denise Morman
556		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 24/01/24	Wed 24/01/24	555	Denise Morman
557		0%		Update Gate Review documentation and circulate	2 days	Thu 25/01/24	Fri 26/01/24	556	Denise Morman
558		0%		Gate Review completed	0 days	Fri 26/01/24	Fri 26/01/24	557	
559		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
561		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
694		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
701		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					

Part 67 project schedule - v0.27 as at 23 January 2024

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	52%		PART 67 AMENDMENT - AVIATION MEDICAL POLICY REVIEW	2010 days?	Fri 6/10/17	Thu 19/06/25		
2	100%		PROPOSAL INITIATION PHASE	1 day	Fri 6/10/17	Fri 6/10/17		
4	73%		POLICY DEVELOPMENT PHASE (activities conducted between Oct 2017 and Apr 2022 are not included in this project schedule)	668 days?	Mon 2/05/22	Wed 20/11/24		
5	100%		Industry feedback on Discussion Paper (DP) 2206FS	207 days	Mon 2/05/22	Tue 14/02/23		
44	0%		Policy Position Document (PPD) aka Policy Statement for Part 67 reg amendment and MOS - Internal and TWG Consultation Only	475 days?	Wed 15/06/22	Tue 9/04/24		
63	100%		Communication Strategy and Milestone Plans	428 days?	Wed 15/06/22	Fri 2/02/24		
64	100%		Communication Strategy	290 days	Fri 12/09/22	Thu 21/09/23		
70	100%		Milestone Plans	358 days?	Wed 15/06/22	Fri 27/10/23		
71	100%		Milestone Plan - Class 5 - public consultation on policy package	115 days	Mon 22/05/23	Fri 27/10/23		
77	0%		Milestone Plan - Class 4 - public consultation on policy package	1 day?	Wed 15/06/22	Wed 15/06/22		
79	0%		Implementation Plan (Communications) - Class 5	50 days	Mon 27/11/23	Fri 2/02/24		
80	100%		Develop Implementation Plan (Communications)	8 days	Mon 27/11/23	Wed 6/12/23		
81	100%		Send Implementation Plan (Communications) to project for review	4 days	Thu 7/12/23	Tue 12/12/23	80	
82	100%		Update and send Implementation Plan (Communications) for final approval	1 day	Wed 13/12/23	Wed 13/12/23	81	
83	100%		Send to SRO for review and incorporate any feedback	1 day	Thu 14/12/23	Wed 3/01/24	82	
84	80%		Develop comms messaging for the three-phases. Stakeholder review and management approval.	22 days	Thu 4/01/24	Fri 2/02/24	83	
85	100%		Training and Engagement Strategy (TES) and Training Needs Analysis (TNA)	369 days	Tue 6/09/22	Fri 2/02/24		
86	100%		Initial discussion with Training Branch and AvMed SMEs	1 day	Tue 6/09/22	Tue 6/09/22		Renee Gee,Kate Manderson,Tony Hochberg,Denise Morman
87	100%		First draft of TES and TNA prepared and discussed with AvMed SME on 11 Oct 2022	25 days	Wed 7/09/22	Tue 11/10/22	86	Nicky Speers,Tony Hochberg
88	100%		TES and TNA updated following feedback	1 day	Tue 11/10/22	Tue 11/10/22	87FF	Nicky Speers
89	100%		Status update meeting with Training Branch and AvMed SMEs re ASAP's recommendations	1 day	Thu 15/12/22	Thu 15/12/22		Nicky Speers,Kate Manderson,Tony Hochberg,Denise Morman
90	100%		TES and TNA updated and circulated to Andreas for Sponsor sign-off	111 days	Wed 12/10/22	Wed 15/03/23	88	Nicky Speers
91	100%		TES and TNA approved by Andreas as Sponsor and SRO	14 days	Thu 16/03/23	Tue 4/04/23	90	Andreas Marcelja
92	100%		BVR approved for 2 x training contractors until 30 June 2023 (funded by the Training Branch). Note: only 1 contractor has commenced (from 20 March to 30 June 2023)	1 day	Mon 20/02/23	Mon 20/02/23		Martin Janett,Earl Brown,Philippa Crome
93	100%		BVR for 2 x training contractors from 1 July to December 2023 (funded by the Training Branch). BVR endorsed by Training Branch Manager.	12 days	Mon 17/04/23	Tue 2/05/23		Earl Brown,Martin Janett
94	0%		BVR for 1 x training contractor from 1 July 2023 for 12 months to be endorsed by EM Corporate Services. As at 10 July - not endorsed.	5 days	Wed 3/05/23	Tue 9/05/23	93	Philippa Crome
95	100%		Kick off meeting between the Training Branch and AvMed SMEs (excluding Human Aerospace reps)	1 day	Thu 11/05/23	Thu 11/05/23		Mel Wildey,Jugal Modi,Kate Manderson,Shane Traynor,Tony Hochberg
96	100%		Face to face development workshop between the Training Branch, AvMed SMEs and Human Aerospace reps (30-31 May 2023)	2 days	Tue 30/05/23	Wed 31/05/23		Jugal Modi,Kate Manderson,Mel Wildey,Shane Traynor,Tony Hochberg

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ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
97	0%		Progress on developing eLearning module slowed due to SMEs focussing on development of Guidelines and Policy Proposal.	73 days	Thu 1/06/23	Mon 11/09/23	96	
98	100%		TES to be reviewed/updated/re-approved	2 days	Tue 12/09/23	Wed 13/09/23		Kate Manderson,Mel Wildey
99	100%		Content development topics document for Prof Cable sent to Kate on 13 September 2023. Content should start to be supplied by 26 September with final content cut off 2 October 2023.	1 day	Wed 13/09/23	Wed 13/09/23	98SS+1 day	Kate Manderson,Prof Cab
100	100%		Content for eLearning module provided by Prof Cable	13 days	Thu 14/09/23	Mon 2/10/23	99	Mel Wildey,Prof Cab,Kate Manderson
101	0%		eLearning Module - Introduction	104 days	Tue 12/09/23	Fri 2/02/24		
102	100%		Review TES	10 days	Tue 12/09/23	Mon 25/09/23		
103	100%		Quality Assurance Review Stage 1	10 days	Tue 12/09/23	Mon 25/09/23		
104	100%		Storyboard Final	10 days	Tue 12/09/23	Mon 25/09/23		
105	100%		Alpha Draft carried over	10 days	Tue 10/10/23	Mon 23/10/23		
106	100%		Alpha Final	4 days	Tue 24/10/23	Fri 27/10/23	105	
107	100%		SME sign off - Dr Tony Hochberg	3 days	Mon 30/10/23	Wed 1/11/23	106	
108	100%		Beta Development	3 days	Thu 2/11/23	Mon 6/11/23	107	
109	100%		UAT	1 day	Mon 6/11/23	Mon 6/11/23	108FF	
110	100%		LIRA Review	4 days	Tue 7/11/23	Fri 10/11/23	109	
111	100%		Quality Assurance Review Stage 2	4 days	Tue 7/11/23	Fri 10/11/23	110SS	
112	100%		Course Sponsor sign off - Andreas Marcelja	7 days	Tue 7/11/23	Wed 15/11/23	110SS	
113	100%		SME sign off - Dr Kate Manderson	6 days	Tue 7/11/23	Tue 14/11/23	110SS	
114	100%		Input Quality Assurance Feedback	2 days	Thu 16/11/23	Fri 17/11/23	112	
115	100%		Input Course Sponsor feedback	2 days	Thu 16/11/23	Fri 17/11/23	114SS	
116	100%		TWG review	5 days	Mon 20/11/23	Fri 24/11/23	115	
117	100%		Input TWG review feedback	3 days	Mon 27/11/23	Wed 29/11/23	116	
118	0%		TES final	3 days	Wed 29/11/23	Fri 1/12/23	117SS+2 day	
119	0%		Course Finalisation	3 days	Wed 29/11/23	Fri 1/12/23	118SS	
120	0%		Implementation	2 days	Fri 1/12/23	Mon 4/12/23	119SS+2 day	
121	0%		Finalisation and implementation delayed - awaiting publishing of final "Guidelines - Medical Assessment for Aviation"	1 day	Fri 2/02/24	Fri 2/02/24	326FF	
122	0%		eLearning Module - Introduction - complete (available from 2 February 2024)	0 days	Fri 2/02/24	Fri 2/02/24	121	
123	0%		eLearning Module - Application Process	90 days	Tue 24/10/23	Mon 26/02/24		
124	0%		External mandatory eLearning module complete	0 days	Mon 26/02/24	Mon 26/02/24	127	
139	62%		CSC AvMed Artefacts	458 days?	Wed 15/06/22	Fri 15/03/24		
140	66%		Internal	90 days	Fri 13/11/23	Fri 15/03/24		Kelsey Kadam
141	100%		"Quick Start Guide" for staff	20 days	Mon 8/01/24	Fri 2/02/24		
148	100%		Audit Process for Aviation Medicals (CASA-04-5895)	52 days	Mon 13/11/23	Tue 23/01/24		
163	32%		Aviation Medicine Complex Case Work Instruction (CASA-04-5929) - LIRA unable to review in a timely manner - agreed to review/release post commencement date	85 days	Mon 13/11/23	Fri 8/03/24		
164	100%		Submit request	1 day	Mon 13/11/23	Mon 13/11/23		Kelsey Kadam,Shannen Juleff
165	100%		Approve request	1 day	Mon 13/11/23	Mon 13/11/23	164SS	Nathan Sullivan
166	100%		Collaboration Space	1 day	Mon 13/11/23	Mon 13/11/23	164SS	QCP team
167	100%		Update Work Instruction	25 days	Mon 20/11/23	Fri 22/12/23	166	Kelsey Kadam
168	100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	167	

Part 67 project schedule - v0.27 as at 23 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
169		0%		Dannii/Shannen to review updated Work Instruction - new Class 5 section only	15 days	Mon 29/01/24	Fri 16/02/24	168	Dannielle Moufarrige,Kelsey Kadam,Shannen Juleff
170		0%		LIRA review - new Class 5 section only	5 days	Mon 19/02/24	Fri 23/02/24	169	Soula Papadopoulou
171		0%		Update Work Instruction following review	1 day	Mon 26/02/24	Mon 26/02/24	170	Kelsey Kadam
172		0%		Review/approve final version	1 day	Tue 27/02/24	Tue 27/02/24	171	Amy Adamson
173		0%		QCP conduct quality check	3 days	Wed 28/02/24	Fri 1/03/24	172	QCP team
174		0%		Endorsement	2 days	Mon 4/03/24	Tue 5/03/24	173	Amy Adamson
175		0%		Approval	2 days	Mon 4/03/24	Tue 5/03/24	174SS	Nathan Sullivan
176		0%		QCP conduct final quality check and publish	3 days	Wed 6/03/24	Fri 8/03/24	175	QCP team
177		0%		Aviation Medicine Complex Case Work Instruction update complete	0 days	Fri 8/03/24	Fri 8/03/24	176	
178		76%		AvMed Assessor Work Instruction (CASA-04-0173)	39 days	Mon 18/12/23	Thu 8/02/24		
179		100%		Submit request	1 day	Mon 18/12/23	Mon 18/12/23		Kelsey Kadam
180		100%		Approve request	1 day	Tue 19/12/23	Tue 19/12/23	179	Nathan Sullivan
181		100%		Collaboration Space	3 days	Wed 20/12/23	Fri 22/12/23	180	QCP team
182		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	181	
183		100%		Update Work Instruction	2 days	Tue 2/01/24	Wed 3/01/24	182	Kelsey Kadam
184		100%		Review updated Work Instruction	1 day	Thu 4/01/24	Thu 4/01/24	183	Shannen Juleff
185		100%		Update Work Instruction following review	1 day	Fri 5/01/24	Fri 5/01/24	184	Kelsey Kadam
186		100%		Review/approve final version	0 days	Fri 5/01/24	Fri 5/01/24	184	Amy Adamson
187		100%		QCP conduct quality check	2 days	Tue 23/01/24	Wed 24/01/24		Ange Pearman,Shannen Juleff
188		75%		Endorsement	7 days	Thu 25/01/24	Fri 2/02/24	187	Amy Adamson
189		0%		Approval	1 day	Mon 5/02/24	Mon 5/02/24	188	Nathan Sullivan
190		0%		QCP conduct final quality check and publish	3 days	Tue 6/02/24	Thu 8/02/24	189	QCP team
191		0%		AvMed Assessor Work Instruction update complete	0 days	Thu 8/02/24	Thu 8/02/24	190	
192		100%		Basic Class 2/Class 5 Decision Tree	30 days	Mon 27/11/23	Fri 5/01/24		
198		0%		CLASS "Introduction to Aviation Medicine" eLearning module (not required before commencement)	30 days	Mon 5/02/24	Fri 15/03/24		
200		50%		External	432 days?	Wed 15/06/22	Thu 8/02/24		
201		100%		Update DAME Handbook (CASA-03-0172)	49 days	Mon 4/12/23	Thu 8/02/24		
202		100%		Identify changes and submit request (including converting to new template)	10 days	Mon 4/12/23	Fri 15/12/23	255SS	Kelsey Kadam
203		100%		Approve request	1 day	Fri 15/12/23	Fri 15/12/23	202FF	Nathan Sullivan
204		100%		Create Collaboration Space	1 day	Mon 18/12/23	Mon 18/12/23	203	QCP team
205		100%		Identify changes to the DAME Handbook and changes to website as HTML	1 day	Tue 19/12/23	Tue 19/12/23	204	Kelsey Kadam
206		100%		Review and contribute content for updated DAME Handbook	3 days	Wed 20/12/23	Fri 22/12/23	205	Kate Manderson
207		100%		Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	206	
208		100%		Kate to continue reviewing DAME Handbook (chapter 4 amendments only)	4 days	Tue 2/01/24	Fri 5/01/24	207	Kate Manderson
209		100%		Update DAME Handbook following review and send to LIRA	10 days	Mon 8/01/24	Fri 19/01/24	208	Kelsey Kadam
210		100%		LIRA review	2 days	Mon 22/01/24	Tue 23/01/24	209	Soula Papadopoulou
211		100%		Update DAME Handbook following review by LIRA	1 day	Wed 24/01/24	Wed 24/01/24	210	Kelsey Kadam
212		100%		Review/approve final version	1 day	Thu 25/01/24	Thu 25/01/24	211	Kate Manderson
213		100%		QCP conduct quality check	1 day	Fri 26/01/24	Fri 26/01/24	212	QCP team
214		100%		Endorsement	1 day	Mon 29/01/24	Mon 29/01/24	213	Kate Manderson
215		100%		Approval	1 day	Mon 29/01/24	Mon 29/01/24	214SS	Nathan Sullivan

Part 67 project schedule - v0.27 as at 23 January 2024

ID	% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
216	100%	➡	QCP conduct final quality check and publish to Document Catalogue	3 days	Mon 29/01/24	Wed 31/01/24	215	QCP team
217	0%	➡	QCP/web team to publish on CASA website by 8 February 2024	6 days	Thu 1/02/24	Thu 8/02/24	216	
218	0%	➡	DAME Handbook update complete	0 days	Wed 31/01/24	Wed 31/01/24	216	
219	0%	➡	MRS User Guides (not required before commencement)	40 days?	Wed 15/06/22	Tue 9/08/22		
225	100%	➡	CSC FCL Artefacts	36 days	Thu 30/11/23	Thu 18/01/24		
226	100%	➡	Internal	36 days	Thu 30/11/23	Thu 18/01/24		
227	100%	➡	Form 61-PLAc – Checklist – Initial Issue (Aeroplane/Helicopter) (CASA-04-5509)	9 days	Thu 30/11/23	Tue 12/12/23		
240	100%	➡	Domestic Licence – Work Instructions (CASA-03-5834)	34 days	Mon 4/12/23	Thu 18/01/24		
253	100%	➡	External	12 days	Mon 4/12/23	Tue 19/12/23		
254	100%	➡	Flight Crew Licensing Manual (CASA-03-0227) (not required to be updated - comms to refer to matrix in FEH)	12 days	Mon 4/12/23	Tue 19/12/23		
270	15%	➡	Flight Examiner Handbook (FEH)	354 days	Sat 1/10/22	Thu 8/02/24		
271	100%	➡	Darren Justice (Manager Flight Testing Office) to liaise with Nathan Sullivan re potential updates	1 day	Tue 12/12/23	Tue 12/12/23		
272	100%	➡	Develop a table of licences and medicals to be inserted into the Flight Examiner Handbook	1 day	Wed 13/12/23	Wed 13/12/23	271	Dejan Jovanovic,Nathan Sullivan
273	100%	➡	Review and finalise new table	5 days	Thu 14/12/23	Wed 20/12/23	272	Darren Justice,Nathan Sullivan,Dejan Jovanovic
274	100%	➡	Submit request	2 days	Thu 21/12/23	Fri 22/12/23	273	Darren Justice
275	100%	➡	Approve request	2 days	Thu 21/12/23	Fri 22/12/23	273	Scott Duffy
276	100%	➡	Xmas shutdown	6 days	Mon 25/12/23	Mon 1/01/24	275	
277	100%	➡	Create Collaboration Space	1 day	Mon 8/01/24	Mon 8/01/24	276	QCP team
278	100%	➡	QCP and FTO review and agree - QCP preps for LIRA review	1 day	Tue 9/01/24	Tue 9/01/24	277	
279	100%	➡	LIRA review	12 days	Wed 10/01/24	Thu 25/01/24	278	Soula Papadopoulos
280	100%	➡	Australia Day	1 day	Fri 26/01/24	Fri 26/01/24	279	
281	100%	➡	Update FEH following review by LIRA	5 days	Mon 29/01/24	Fri 2/02/24	280	Darren Justice
282	0%	➡	QCP conduct quality check including review by a Tech Writer	2 days	Mon 5/02/24	Tue 6/02/24	281	QCP team
283	0%	➡	Endorsement	1 day	Wed 7/02/24	Wed 7/02/24	282	Darren Justice
284	0%	➡	Approval	1 day	Wed 7/02/24	Wed 7/02/24	283SS	Scott Duffy
285	0%	➡	QCP conduct final quality check and publish	1 day	Thu 8/02/24	Thu 8/02/24	284	QCP team
286	0%	➡	Flight Examiner Handbook complete	0 days	Thu 8/02/24	Thu 8/02/24	285	
287	0%	➡	External (to CASA) Training and Education	245 days	Sat 1/10/22	Fri 8/09/23		
306	87%	➡	SUB-PROJECT - IMPLEMENTING CLASS 5 MEDICAL SELF-DECLARATION AHEAD OF OVERALL REGULATORY CHANGE	428 days?	Wed 15/06/22	Fri 2/02/24		
307	64%	➡	Develop "Guidelines - Medical Assessment for Aviation"	264 days	Tue 31/01/23	Fri 2/02/24		
308	100%	➡	PMO met with reps from National Transportation Commission (NTC) re CASA using the Austroads-NTC private drivers license standard as the basis for the self-declared Class 4. Agreed CASA would not use the AFTD as it is not fit for purpose	1 day	Tue 31/01/23	Tue 31/01/23		Kate Manderson
309	100%	➡	Senate Estimates, ASAP and ASC meetings - Commitment made that a self-declared medical certificate will be available by December 2023	10 days	Wed 1/02/23	Tue 14/02/23	308	Andreas Marcelja,Pip Spence
310	100%	➡	BVR developed and approved re CASA engaging external consultant to develop training and guidance materials	4 days	Wed 15/02/23	Mon 20/02/23	309	Kate Manderson,Michelle Massey,Nathan Sullivan

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ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
311		100%		Limited Tender Procurement process undertaken to engage external consultant, Human Aerospace.	26 days	Tue 21/02/23	Tue 28/03/23	310	Kate Manderson,Michelle Massey,Nathan Sullivan
312		100%		Contract milestone - draft materials by 26 June 2023	64 days	Wed 29/03/23	Mon 26/06/23	311	Prof Cable,Dr Schiemer
313		100%		Contract milestone - final draft materials by 7 July 2023	9 days	Tue 27/06/23	Fri 7/07/23	312	Dr Schiemer,Prof Cable
314		100%		Draft guidance materials to be formally placed into the Document Catalogue and a Tech Writer assigned	3 days	Wed 5/07/23	Fri 7/07/23	312	Dean Lammiman,Denise Morman,Michelle Massey
315		100%		Tech Writer, Dean Lammiman, to review draft guidance materials, format, suggest improvements, ensure web accessibility criteria is met - liaison with Kate/Tony/Human Aerospace	11 days	Mon 10/07/23	Mon 24/07/23	314	Dean Lammiman,Kate Manderson,Tony Hochberg
316		100%		Tony Hochberg to conduct a review	1 day	Mon 16/10/23	Mon 16/10/23		
317		100%		Kate Manderson to conduct a review	8 days	Tue 17/10/23	Thu 26/10/23	316	
318		0%		Nathan Sullivan conduct final review	1 day	Fri 27/10/23	Fri 27/10/23	317	Nathan Sullivan
319		100%		QCP team for quality check	9 days	Tue 17/10/23	Fri 27/10/23	317SS	Carlie Brewer,Maryanne Ashton-Sporne
320		0%		Nathan Sullivan to endorse	1 day	Mon 30/10/23	Mon 30/10/23	319	Nathan Sullivan
321		0%		Michelle Massey to approve	1 day	Tue 31/10/23	Tue 31/10/23	320	Michelle Massey
322		100%		QCP release	1 day	Fri 27/10/23	Fri 27/10/23	319FF	Dean Lammiman
323		100%		Circulate the draft Guidelines to Carlie and Elizabeth for inclusion in public consultation	1 day	Fri 27/10/23	Fri 27/10/23	322FF	Carlie Brewer,Elizabeth Goosen
324		100%		Identify amendments to draft Guidelines following public consultation	1 day	Tue 28/11/23	Tue 28/11/23		
325		100%		Update following public consultation	5 days	Wed 29/11/23	Tue 5/12/23	324	Denise Morman
326		0%		QCP to finalise and arrange the approvals. QCP to publish to Doc Catalogue, Horace, website, etc and link to eLearning module and MRS	43 days	Wed 6/12/23	Fri 2/02/24	325	Denise Morman,Michelle Massey,Nathan Sullivan,QCP team
327		0%		Guidelines - Medical Assessment for Aviation complete	0 days	Fri 2/02/24	Fri 2/02/24	326	
328		100%		Policy Proposal for Self-Declared Class 5 Medical Certificate - Internal and TWG Consultation Only	353 days	Mon 26/09/22	Wed 31/01/24		
329		100%		Secure Policy Officer to develop Policy Statement (AvMed personnel to be SMEs)	80 days	Mon 26/09/22	Fri 13/01/23	22	Paul Hibberd,Denise Morman
330		100%		Develop preliminary Policy Statement for internal review	8 days	Mon 23/01/23	Wed 1/02/23		Suzanne Petrie
331		100%		Update Policy Statement following meeting between the DAS, PMO, EM SED and ASAP Chair	5 days	Wed 8/03/23	Tue 14/03/23		Suzanne Petrie
332		100%		Policy Statement reviewed by PMO and feedback incorporated	1 day	Wed 15/03/23	Wed 15/03/23	331	Kate Manderson
333		100%		Policy Statement reviewed by remaining AvMed SMES and feedback incorporated	3 days	Thu 16/03/23	Mon 20/03/23	332	Nathan Sullivan,Tony Hochberg
334		100%		Policy Statement reviewed by LIRA, FSB, Sports & Rec team	10 days	Tue 21/03/23	Mon 3/04/23	333	
335		100%		All feedback from LIRA, FSB and Sport & Rec team discussed with the AvMed team (meeting scheduled 4 April 2023) and Policy Proposal updated accordingly	3 days	Tue 4/04/23	Thu 6/04/23	334	Suzanne Petrie
336		100%		Agreed content transposed into the 'Policy Proposal for TWG Review' template	1 day	Thu 6/04/23	Thu 6/04/23	335FF	Suzanne Petrie
337		100%		Easter break	2 days	Fri 7/04/23	Mon 10/04/23		

Part 67 project schedule - v0.27 as at 23 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
338		100%		Policy Proposal circulated to Michelle Massey, Nathan Sullivan, Kate Manderson, Tony Hochberg, Mel Hamilton and Fran Hannan for review and feedback	2 days	Tue 11/04/23	Wed 12/04/23	337	Suzanne Petrie
339		100%		Policy Proposal circulated to Paul Hibberd and Chris Monahan for review and feedback	1 day	Thu 13/04/23	Thu 13/04/23	338	Chris Monahan,Paul Hibberd
340		100%		Policy Proposal circulated to Andreas for review and EM SED approval	1 day	Fri 14/04/23	Fri 14/04/23	339	Andreas Marcelja
341		100%		Policy Proposal not approved by Andreas - meeting to discuss on 17 April	1 day	Mon 17/04/23	Mon 17/04/23	340	Andreas Marcelja
342		100%		Chace circulates approved meeting agenda to TWG members	1 day	Wed 19/04/23	Wed 19/04/23	341	Chace Eldridge
343		100%		Virtual TWG meeting #1 - 26 April 2023	1 day	Wed 16/04/23	Wed 26/04/23		Part 67 TWG members
344		100%		Virtual TWG meeting #2 - 17 May 2023	1 day	Wed 17/05/23	Wed 17/05/23		Part 67 TWG members
345		100%		Virtual TWG meeting #3 - 8 June 2023	1 day	Thu 8/06/23	Thu 8/06/23		Part 67 TWG members
346		100%		Virtual TWG meeting #4 - 21 June 2023	1 day	Wed 21/06/23	Wed 21/06/23		Part 67 TWG members
347		100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	3 days	Thu 22/06/23	Mon 26/06/23	346	Chace Eldridge
348		100%		TWG provide feedback and Secretariat updates draft TWG report	4 days	Tue 27/06/23	Fri 30/06/23	347	Part 67 TWG members,Chace Eldridge
349		100%		CASA PMO to review TWG report and provide final comments	2 days	Mon 3/07/23	Tue 4/07/23	348	Kate Manderson
350		100%		Internal discussions with FOI Peter Marsh and Matt Di Toro regarding TWG recommendations	5 days	Wed 5/07/23	Tue 11/07/23	349	Denise Morman,Michelle Massey,Nathan Sullivan,Peter Marsh,Matt Di Toro
351		100%		Meeting with Pat Murray, ASAP Chair - 13 July 2023	1 day	Thu 13/07/23	Thu 13/07/23		Pat Murray
352		100%		Preparation of documents to be circulated to TWG ahead of meeting on 3 August (policy paper, declaration form, additional papers re enforcement, audit/oversight, excluded medical conditions, comparisons table, Aus Driver Licence standard overview	9 days	Fri 14/07/23	Wed 26/07/23	351	Kate Manderson,Matt Di Toro,Suzanne Petrie,Tony Hochberg
353		100%		Papers circulated to the TWG for review	1 day	Thu 27/07/23	Thu 27/07/23	352	Chace Eldridge,Matt Di Toro
354		100%		TWG meeting - 3 August 2023	1 day	Thu 3/08/23	Thu 3/08/23		Part 67 TWG members
355		100%		TWG report updated by Secretariat following 3 August 2023 meeting and circulated to TWG members for feedback	3 days	Fri 4/08/23	Tue 8/08/23	354	Chace Eldridge
356		100%		TWG provide feedback and Secretariat updates draft TWG report	5 days	Wed 9/08/23	Tue 15/08/23	355	Chace Eldridge,Part 67 TWG members
357		100%		CASA PMO to review TWG report and provide final comments	3 days	Wed 16/08/23	Fri 18/08/23	356	Kate Manderson
358		100%		TWG report circulated back to the TWG feedback/approval	1 day	Mon 21/08/23	Mon 21/08/23	357	Chace Eldridge
359		100%		TWG report approved by the ASAP	10 days	Tue 22/08/23	Mon 4/09/23	358	Pat Murray
360		100%		TWG report published on CASA website	1 day	Wed 30/08/23	Wed 30/08/23	359	Web team
361		100%		ASAP Chair formulates advice and provides to the DAS for consideration	1 day	Mon 4/09/23	Mon 4/09/23	359FF	Pat Murray
362		100%		Policy Proposal settled and circulated to internal stakeholders and the TWG for endorsement and to the SRO for approval and prepare for public consultation	4 days	Mon 23/10/23	Thu 26/10/23		Suzanne Petrie
363		100%		Public consultation on policy proposal	178 days	Mon 29/05/23	Wed 31/01/24		
364		100%		Draft questions for survey system (in conjunction with Elizabeth/Carlie) and seek approval	109 days	Mon 29/05/23	Thu 26/10/23		Elizabeth Goosen,Kate Manderson,Nathan Sullivan,Tony Hochberg,Carlie Brewer,Suzanne Petrie















































Part 67 project schedule - v0.27 as at 23 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
365	✓	100%		Circulate draft questions to Callida Consulting (once the contract is signed) for feedback and update accordingly	5 days	Fri 20/10/23	Thu 26/10/23	364FF	
366	✓	100%		Develop associated email notification comms and seek approval	5 days	Fri 20/10/23	Thu 26/10/23	365SS	Fran Hannan,Mel Hamilton,Michelle Massey,Nathan Sullivan
367	✓	100%		Set up Consultation Hub survey system	6 days	Fri 20/10/23	Fri 27/10/23	366SS	Elizabeth Goosen
368	✓	100%		Public Consultation (Policy Proposal, draft Guidelines) - Friday, 27 October to Friday, 17 November 2023	16 days	Fri 27/10/23	Fri 17/11/23	364	
369	✓	100%		Callida Consulting contract	84 days	Tue 26/09/23	Fri 19/01/24		
384	✓	100%		Incorporate 'CASA responses' to the Callida SOC	5 days	Fri 15/01/24	Fri 19/01/24	380	
385	✓	100%		SOC endorsed by CSC Branch Manager to proceed to QCP process	1 day	Mon 22/01/24	Mon 22/01/24	384	Michelle Massey
386	✓	100%		QCP conducts editorial review and SOC is reviewed/approved via the approval workflow process	5 days	Tue 23/01/24	Mon 29/01/24	385	Carlie Brewer
387	✓	100%		SED provides the DAS with the comms pack and SOC	1 day	Tue 30/01/24	Tue 30/01/24	386	Amanda Palmer
388	✓	100%		SED circulates the SOC to the Department and TWG/ASAP for info	1 day	Tue 30/01/24	Tue 30/01/24	386	Amanda Palmer
389	✓	100%		SOC and responses published to Consultation Hub and comms released	1 day	Wed 31/01/24	Wed 31/01/24	388	Carlie Brewer,Elizabeth Goosen,Fran Hannan,Mel Hamilton
390	✓	100%		Public consultation and SOC completed	0 days	Wed 31/01/24	Wed 31/01/24	389	
391		85%		Exemption Instrument for Class 5 Medical Self-Declaration	267 days	Mon 23/01/23	Tue 30/01/24		
392	✓	100%		Draft DIs for exemption instrument and send preliminary version to LIRA	210 days	Mon 23/01/23	Fri 10/11/23		Suzanne Petrie
393	✓	100%		Final version of DIs to LIRA	5 days	Mon 13/11/23	Fri 17/11/23	392	
394	✓	100%		Draft the exemption instrument	7 days	Mon 20/11/23	Tue 28/11/23	393	Paul Hibberd
395	✓	100%		Circulate draft exemption instrument to internal SMEs for feedback and incorporate changes	6 days	Wed 29/11/23	Wed 6/12/23	394	
396	✓	100%		Circulate draft exemption instrument (plus Callida report and bowtie risk assessment) to TWG for feedback	1 day	Thu 7/12/23	Thu 7/12/23	395	
397	✓	100%		TWG to review draft exemption instrument and provide feedback	4 days	Thu 7/12/23	Tue 12/12/23	396SS	
398		100%		Final TWG meeting and TWG report	28 days	Wed 13/12/23	Fri 19/01/24		
399	✓	100%		TWG meeting - 13 December 2023	1 day	Wed 13/12/23	Wed 13/12/23	397	
400	✓	100%		Draft TWG report prepared by Secretariat and circulated to TWG members for feedback	2 days	Tue 19/12/23	Wed 20/12/23		Matt Di Toro
401	✓	100%		TWG provide feedback and Secretariat updates draft TWG report	2 days	Thu 21/12/23	Fri 22/12/23	400	
402	✓	100%		CASA PMO to review TWG report and provide final comments	13 days	Thu 21/12/23	Mon 8/01/24	400	
403	✓	100%		TWG report circulated to ASAP for feedback approval	13 days	Thu 21/12/23	Mon 8/01/24	400	
404	✓	100%		Meeting with ASAP Chair regarding strengthening CASA's response on the TWG report	1 day	Tue 9/01/24	Tue 9/01/24	403	
405	✓	100%		Revised commentary confirmed and additional info provided regarding operational limitations	1 day	Tue 9/01/24	Tue 9/01/24	404SS	
406		0%		ASAP Chair emailed ASAP members - out of session request - to review and approve the updated TWG report	4 days	Tue 9/01/24	Fri 12/01/24	404SS	
407		0%		TWG report published on CASA website	5 days	Mon 15/01/24	Fri 19/01/24	406	
408		0%		ASAP Chair formulates advice and provides to the DAS for consideration - forms part of the final instrument package	3 days	Wed 10/01/24	Fri 12/01/24	405	
409		25%		Settle exemption instrument following all feedback	25 days	Wed 13/12/23	Tue 16/01/24	397	
410	✓	100%		SFR for the exemption instrument updated and cleared by CSC Branch Manager	17 days	Wed 13/12/23	Thu 4/01/24	397	

Part 67 project schedule - v0.27 as at 23 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
411		0%		SFR approved by A/EM NOS	6 days	Fri 5/01/24	Fri 12/01/24	410	Joe Rule,Adrian Slootjes
412		0%		SFR approved by EM SED	1 day	Mon 15/01/24	Mon 15/01/24	411	Andreas Marcelja
413		0%		SFR approved by the DAS	3 days	Tue 16/01/24	Thu 18/01/24	412	Pip Spence
414		0%		Approved SFR submitted to LIRA	1 day	Fri 19/01/24	Fri 19/01/24	413	Michelle Massey
415		51%		Making the exemption instrument	42 days	Mon 4/12/23	Tue 30/01/24		
416		100%		Develop/update explanatory statement (which includes the Statement of Compatibility with Human Rights (SCHR)) and draft exemption instrument and circulate internally for feedback and seek approval	23 days	Mon 4/12/23	Wed 3/01/24		Paul Hibberd,Soula Papadopoulos
417		100%		Key project stakeholders review exemption instrument and explanatory statement and provide feedback	6 days	Thu 4/01/24	Thu 11/01/24	416	
418		0%		Incorporate feedback on exemption instrument and explanatory statement. Finalise instrument package (exemption instrument, ES, DAS Minute, Cost and Economic Impact Analysis Report, SFR) and complete editorial reviews.	3 days	Fri 12/01/24	Tue 16/01/24	417	Soula Papadopoulos,Paul Hibberd
419		0%		Instrument package cleared by CSC Branch Manager and EM SED and submitted to LIRA	3 days	Wed 17/01/24	Fri 19/01/24	418	Andreas Marcelja,Michelle Massey,Jonathan Aleck
420		0%		Instrument package and DAS Minute cleared by LIRA and submitted to the DAS for making	4 days	Mon 22/01/24	Thu 25/01/24	419	Pip Spence,Jonathan Aleck
421		0%		Instrument Made	0 days	Thu 25/01/24	Thu 25/01/24	420	Pip Spence
422		0%		Australia Day public holiday	1 day	Fri 26/01/24	Fri 26/01/24	421	
423		0%		Register on FRLI (within 2 days)	2 days	Mon 29/01/24	Tue 30/01/24	422	Nadia Spesyvy
424		0%		Notify internal stakeholders	1 day	Tue 30/01/24	Tue 30/01/24	423FF	Fran Hannan
425		0%		Update project webpage	1 day	Tue 30/01/24	Tue 30/01/24	423FF	Carlie Brewer
426		0%		Update subscriber notifications	1 day	Tue 30/01/24	Tue 30/01/24	423FF	Fran Hannan
427		0%		Instrument for Class 5 medical self-declaration complete and will commence on 2 February 2024	0 days	Tue 30/01/24	Tue 30/01/24	426	
428		100%		Cost and economic impact analysis report	26 days	Wed 1/11/23	Wed 6/12/23		
436		48%		Implementation Tasks	428 days?	Wed 15/06/22	Fri 2/02/24		
437		100%		MRS enhancements	103 days	Wed 13/09/23	Fri 2/02/24		
438		100%		Develop business requirements document	3 days	Wed 13/09/23	Fri 15/09/23		Sally McKittrick
439		100%		CSC and ITB rework business requirements document until settled	20 days	Mon 18/09/23	Fri 13/10/23	438	
440		100%		Business requirements approved	5 days	Mon 16/10/23	Fri 20/10/23	439	
441		100%		MRS build	20 days	Mon 23/10/23	Fri 17/11/23	440	
442		100%		Test	5 days	Mon 20/11/23	Fri 24/11/23	441	
443		100%		Re-test	5 days	Mon 27/11/23	Fri 1/12/23	442	
444		100%		UAT	5 days	Mon 27/11/23	Fri 1/12/23	443SS	
445		100%		Re-test	2 days	Mon 4/12/23	Tue 5/12/23	444	
446		100%		7 December 2023 go live date postponed to 2 February 2024	1 day	Wed 6/12/23	Wed 6/12/23	445	
447		0%		ITB team to implement changes identified from demo on 13 December 2023	9 days	Tue 2/01/24	Fri 12/01/24		
448		0%		Link to "Guidelines - Medical Assessment for Aviation"	1 day	Mon 15/01/24	Mon 15/01/24	447	
449		0%		UAT	5 days	Mon 15/01/24	Fri 19/01/24	447	
450		0%		ITB to remediate any bugs found in UAT	6 days	Mon 22/01/24	Mon 29/01/24	449	
451		0%		MRS overnight release on 1 February 2024	1 day	Thu 1/02/24	Thu 1/02/24		
452		0%		Go live - 2 February 2024	1 day	Fri 2/02/24	Fri 2/02/24	451	
453		0%		MRS enhancements complete	0 days	Fri 2/02/24	Fri 2/02/24	452	

Part 67 project schedule - v0.27 as at 23 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
454		0%		Clinical Practice Guidelines - no new CPGs required for Class 5	70 days	Mon 4/09/23	Fri 8/12/23		
464		0%		MRS User Manual - requires funding - to be updated in 2024	1 day?	Wed 15/06/22	Wed 15/06/22		
466		100%		Internal and external delegation instruments	20 days	Mon 5/06/23	Fri 30/06/23		
469		0%		Part 67 Plain English Guide / Plain English Info Sheets	77 days?	Wed 15/06/22	Thu 29/09/22		
481		100%		Financial Impacts	67 days	Tue 4/04/23	Wed 5/07/23		
487		91%		Journey Maps (current and future state)	405 days	Mon 4/07/23	Fri 19/01/24		
488		100%		RIB to engage EDO	1 day	Mon 4/07/22	Mon 4/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren
489		100%		Stakeholder kick-off meeting	1 day	Tue 19/07/22	Tue 19/07/22		Denise Morman, Simon Gojkovic, Ben MacLaren, Kate Manderson, Tony Hochberg
490		100%		Engagement Brief developed and approved	78 days	Wed 20/07/22	Fri 4/11/22	489	Ben MacLaren, Denise Morman
491		100%		Various stakeholder meetings conducted to identify current state and potential future state	93 days	Wed 20/07/22	Fri 25/11/22	490SS	Ben MacLaren, Denise Morman
492		100%		Draft Journey Maps prepared and reworked until final (current state only)	133 days	Wed 20/07/22	Fri 20/01/23	490SS	Ben MacLaren
493		100%		Journey maps approved (current state only)	2 days	Mon 23/01/23	Tue 24/01/23	492	Denise Morman
494		74%		Draft Journey Maps (Class 5 medical self-declared) prepared and reworked until final	258 days	Wed 25/01/23	Fri 19/01/24	493	Ben MacLaren
495		0%		Journey maps complete	0 days	Fri 19/01/24	Fri 19/01/24	494	
496		0%		Indemnity cover for GPs providing advice on Class 5 medical self-declaration	30 days	Mon 8/01/24	Fri 16/02/24		
497		0%		Prepare and send a letter to Medical Defence Organisations (5 orgs approved in Australia to be medical indemnity providers)	5 days	Mon 8/01/24	Fri 12/01/24		Paul Hibberd
498		0%		Collate responses from the organisations	20 days	Mon 15/01/24	Fri 9/02/24	497	Kate Manderson
499		0%		Next steps to be determine following responses	5 days	Mon 12/02/24	Fri 16/02/24	498	Kate Manderson, Paul Hibberd
500		0%		Regulatory Impact Analysis/Statement (RIA/S)	66 days	Wed 10/08/22	Wed 9/11/22		
507		0%		Ministerial Submission (MinSub) Approval	46 days	Mon 20/05/24	Mon 22/07/24		
518		52%		Change Impact Analysis / Benefits Identification	334 days	Wed 2/11/22	Mon 12/02/24		
519		100%		Meeting with Tegan, Simon and Ben re conducting a workshop on 24 Jan 2023	1 day	Wed 2/11/22	Wed 2/11/22		Tegan Blunden, Simon Gojkovic, Ben MacLaren
520		100%		Conduct workshop covering Change Impact Analysis and Benefits Identification	1 day	Wed 5/04/23	Wed 5/04/23		
521		100%		Develop Change Impact Tracker and update with stakeholders including identifying enablers e.g. comms, training, IT, etc. (Workshop scheduled on 26 June 2023)	58 days	Thu 6/04/23	Mon 26/06/23	520	Simon Gojkovic, Ben MacLaren, Simon Boddy
522		0%		Change Impact Tracker continually monitored and updated by Denise	165 days	Tue 27/06/23	Mon 12/02/24	521	Denise Morman
523		0%		Change Impact Analysis and Benefits Identification completed	0 days	Mon 12/02/24	Mon 12/02/24	522	
524		26%		Risk Assessment Workshops / Risk Register Developed	194 days	Thu 24/11/22	Tue 22/08/23		
525		100%		Risk assessment workshop (Part 1) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Thu 24/11/22	Thu 24/11/22		Mark Roberts
526		100%		Risk assessment workshop (Part 2) conducted regarding ASAP recommendation that CASA bring forward a self-declared Class 4 medical certificate	1 day	Tue 13/12/22	Tue 13/12/22		Mark Roberts
527		100%		Risk assessment workshop (Part 2A) conducted to refine operational restrictions	1 day	Thu 2/02/23	Thu 2/02/23		Mark Roberts

Part 67 project schedule - v0.27 as at 23 January 2024

ID		% Work Complete	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
528		100%		Risk assessment workshop (Part 3) conducted regarding project risks	1 day	Wed 22/02/23	Wed 22/02/23		Mark Roberts
529		100%		Risk assessment workshop (Part 3A) conducted regarding project risks	3 days	Fri 31/03/23	Tue 4/04/23	528	Mark Roberts
530		100%		Develop draft Risk Register for Class 5 (project risks)	8 days	Wed 5/04/23	Fri 14/04/23	529	Mark Roberts,Denise Morman
531		100%		Risk Register reviewed with AvMed team (project risks)	1 day	Tue 16/05/23	Tue 16/05/23	530	Denise Morman
532		0%		Risk Register updated and approved (project risks)	70 days	Wed 17/05/23	Tue 22/08/23	531	Denise Morman
533		0%		Risk Assessment Workshops / Bowtie Risk Assessment Developed	55 days	Thu 10/08/23	Wed 25/10/23		
534		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 10/08/23	Thu 10/08/23		
535		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	2 days	Tue 22/08/23	Wed 23/08/23		
536		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Thu 7/09/23	Thu 7/09/23		
537		0%		Risk assessment workshop - controlled airspace v non-controlled airspace	1 day	Tue 19/09/23	Tue 19/09/23		
538		0%		Policy including recommendation regarding access to controlled airspace circulated to the DAS, EM SED and EM NOS	1 day	Wed 20/09/23	Wed 20/09/23	537	
539		0%		Risk Registers and Bowtie Risk Assessment developed and circulated for feedback	1 day	Tue 24/10/23	Tue 24/10/23		
540		0%		Risk Registers and Bowtie Risk Assessment ready (although decision made to not include them in public consultation)	1 day	Wed 25/10/23	Wed 25/10/23	539	
541		100%		Establish Steering Committee and Terms of Reference	130 days	Mon 27/02/23	Fri 25/08/23		
549		2%		Project Management Plan	165 days	Mon 8/05/23	Fri 22/12/23		
550		3%		Project Management Plan (PMP)	150 days	Mon 8/05/23	Fri 1/12/23		Denise Morman
551		0%		PMP approved by Branch Manager ETRC and circulated to Steering Committee members for review	5 days	Mon 4/12/23	Fri 8/12/23	550	Paul Hibberd,Steering Committee members
552		0%		PMP reviewed by Steering Committee	4 days	Mon 11/12/23	Thu 14/12/23	551	Steering Committee members
553		0%		PMP reviewed and approved by SRO/EM SED	3 days	Fri 15/12/23	Tue 19/12/23	552	Andreas Marcelja
554		0%		PMP reviewed and approved by EM NOS	3 days	Wed 20/12/23	Fri 22/12/23	553	Chris Monahan
555		0%		Project Management Plan approved	0 days	Fri 22/12/23	Fri 22/12/23	554	
556		0%		Gate Review - are we ready to commence the Class 5 exemption instrument	10 days	Mon 15/01/24	Fri 26/01/24		
557		0%		Prepare for Gate Review (confirm documents, impacted stakeholders, schedule meeting, availability of resources)	7 days	Mon 15/01/24	Tue 23/01/24	419	Denise Morman
558		0%		Conduct Gate Review and confirm we are ready to make the Class 5 exemption instrument	1 day	Wed 24/01/24	Wed 24/01/24	557	Denise Morman
559		0%		Update Gate Review documentation and circulate	2 days	Thu 25/01/24	Fri 26/01/24	558	Denise Morman
560		0%		Gate Review completed	0 days	Fri 26/01/24	Fri 26/01/24	559	
561		0%		Class 4 tasks and timeframes yet to be developed	280 days?	Thu 26/10/23	Wed 20/11/24		
563		0%		REGULATORY DEVELOPMENT PHASE - CASR Part 67 regulatory amendment					
696		0%		IMPLEMENTATION PHASE (pre rule making) - Tasks and timeframes yet to be scheduled					
703		0%		IMPLEMENTATION PHASE (post rule making) - Tasks and timeframes yet to be scheduled					