



IS-BAO POLICY



IS-BAO Policy 2005-2

IS-BAO Registration When a Flight Department is Split into Two or More Separate Entities

Approved: November 8 2005

1. Purpose

To provide for continuity of IS-BAO Registration where an IS-BAO Registered flight department is split into two or more separate entities.

2. Discussion

Occasions arise when for business reasons, a company that was structured with subsidiary companies directly under its control decides to split the subsidiaries into independent companies and part of the flight department is split off and assigned to one of the companies. This situation could also occur when the flight department was split into two or more separate organizations for other reasons. In such cases there may be a desire to carry the systems, programs, procedures, manuals, etc. forward to the new flight departments including their IS-BAO registration. However, in such processes logistics and related activities may not be conducive to conducting a registration audit at the time of the separation of the flight department.

3. Policy

3.1 In cases where an IS-BAO Registered flight department is split into two or more separate entities the new entities, upon application attesting that they have met the following conditions, may be issued IS-BAO registration valid to the expiry date of the Registration of the IS-BAO Registered flight department or 12 months, whichever comes first:

- a. The new flight departments are continuing to use the same systems, programs, policies and procedures as the IS-BAO registered flight department,
- b. They have conducted an initial risk assessment and have developed and implemented a change management program that includes mitigation of the identified risks to an acceptable level,
- c. They have purchased their own copy of the IS-BAO, and



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d. It is their intention to undergo an IS-BAO Registration Renewal Audit prior to the expiry of the new registration validity period.

Ray Rohr
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