

Become a BARS Registered Aircraft Operator

- Download your applicable BAR Standard from the BAR Standards & Manuals page on the website;
- Join the Program as an operator through the website and follow the registration process;
- Once the application is approved you will receive access to BARSoft; and
- Set up your aircraft operator profile in BARSoft. This information will be on your Final Audit Report and will be visible to potential BMOs.

Joining



Planning



- 'Create' your Audit;
- We recommend you contact all five Audit Companies that are on our Website;
- Allow plenty of time to prepare to avoid unnecessary findings later on;
- Download your BARS Audit Checklist (MS Excel file) from BARSoft; and
- Internally assess your company by self-auditing it to your applicable standard.

- The Audit Company will commence and manage the process of the BARS Audit Agreement signing;
- Audit Fees depend on the complexity of the Audit and the Stream chosen, Comprehensive vs Core; and
- BARS Audit variable costs could include: flight tickets, transportation, translations, accommodation, meals, etc which is negotiated directly between AO and AC.

Contract Signing



The BARS Audit



Corrective Action Phase



- A systematic analysis undertaken by the AO to identify the cause for non-conformity during an Audit;
- Any findings must be closed within nominated due date – most are 90 days of the Closing meeting;
- Root cause is entered and CAP is opened which is a Corrective Action Plan by an AO to address a non-conformity and bring the AO into full conformity with the correct requirements; and
- A CAT is then developed which is a description of the completed Corrective Actions Taken by the AO in order to correct the identified non-conformity.

- A BARS Audit is conducted by Auditors on-site between 1 – 2 ↑ days depending on Audit stream;
- All Audits begin with an Opening Meeting;
- AO ensures all documentation, senior management and other staff are available during the BARS Audit;
- The on-site phase of an Audit shall end with a formal Closing Meeting with the AOs Management representatives and the Audit Team;
- A Short Form Interim Audit Report (SFIAR) will be published in BARSoft post the Audit and is available to BMOs until the Initial Audit Report is released;
- BPO will conduct a QC on the executive summary and checklist; and
- Once released the AO is able to review the findings in BARSoft.

Final Audit Report



Renew Process



- The BPO sends four courtesy email reminders to every AO (commencing five months prior their registration expiry date);
- To maintain continuous registration the on-site phase of a renewal or Monitoring Audit must be conducted prior. It is recommended between 90 to 30 days prior to the aircraft operator's Current Registration Expiry date; and
- All AO information should be up-to-date in BARSoft.

- The BPO will conduct a final review of the final Audit Report as part of the quality process for the Program. At the end of this review process the final Audit Report will be published and the aircraft operator and BARS Member Organizations are advised; and
- BARS Registration: Once all checks and findings are complete to closed, the AO is BARS Registered for up to 12 months.