The IOSA Audit Report (IAR) and completed Extenuating Circumstances Questionnaire (Questionnaire) remain at all times the property of the audited operator (the Auditee). IATA acts as custodian of the Report and Questionnaire for the purposes of audit and information sharing under the provisions of the IOSA Program Manual and Temporary Revisions. In order to maintain the security and confidentiality of the IAR and Questionnaire, a party requesting access to an IAR or Questionnaire (the Requestor) must apply for such access firstly by completing and submitting Part A of the form below to IATA. The form will then be sent to the Auditee who will complete Part B and return the form to IATA. If the Auditee authorizes access to the IAR or Questionnaire, the Requestor will then sign a Non-Disclosure Agreement with IATA. At that point the Requestor will be granted access to the IAR or Questionnaire.

# This Part A to be completed by the party requesting the IAR

|  |  |  |
| --- | --- | --- |
| **PART A – REQUESTOR INFORMATION** | | |
| **Name:** | **Date:** |  |
| **Company:** | | |
| **Title:** | | |
| **Address:** | **City:** | **Country:** |
| **Telephone:** | **E-mail:** | |
| **Specify the IAR or Questionnaire to which you are requesting access (name of Auditee and type of document):** | | |
| **Specify the reason why you are requesting access to this report or Questionnaire including whether disclosure will be made to a Regulatory Authority (provide details):** | | |

**This Part B to be completed by the party owning the IAR or Questionnaire and returned by email**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART B – AUDITEE AUTHORIZATION** | | | | |
| **Name:** | | **Date:** | | |
| **Company:** | | | | |
| **Title:** | | | | |
| **Address:** | **City:** | | **Country:** | |
| **Telephone:** | **E-mail:** | | | |
| **Our company is familiar with the above Requestor:** | | | | **Yes No** |
| **Our company authorizes IATA to grant IAR or Questionnaire access to the Requestor in accordance with the provisions of the IOSA Program Manual:** | | | | **Yes No** |
| **Our company authorizes IATA to consent to the disclosure of the IAR or Questionnaire to a Regulatory Authority by Requestor in accordance with the terms of the Non-Disclosure Agreement between IATA and Requestor:** | | | | **Yes No** |
| **Our company hereby authorizes IATA to allow the Requestor to provide an unaltered copy of the IAR or Questionnaire to the Regulatory Authority in accordance with the terms of the Non-Disclosure Agreement between IATA and Requestor** | | | | **Yes No** |
| **Specific requests/comments:** | | | | |
| **I confirm that I am authorized to agree to the disclosure of the IAR to the Requestor.**  **Signature of authorized personnel:**       **Date:** | | | | |