|  |  |
| --- | --- |
| **Ref. No.** |  |
| ***About the person*** |
|  |
| Person’s title: |  | Person’s full name: |  |  |
|  |
| Position Title (within the company): |  |  |
|  |
| Phone Number: |  | Fax Number: |  |  |
|  |
| Email address: |  |  |
|  |
| Contact address: |  |  |
|  |

***What information?***

|  |
| --- |
|  |
| Classification of the information: |  | Country of origin: |  | Foreign obligation: |  |  |
|  |
| General description: |  |  |
|  |
| Why does the above person need this information? |  |  |
|  |

***How will the above information be communicated?***

|  |
| --- |
|  |
| Describe proposed communication method: |  |  |
|  |
| Communication start date: |  | Communication end date: |  |  |
|  |

|  |  |
| --- | --- |
| ***Applicant’s signature, and authority details*** | ***ASNO use only*** |
|  | ***Approved: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_******\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_******For Director General ASNO*** |
| Name : |  |  |
|  |
| Position: |  |  |
| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_ |
|  |
| Name of Authority Holder: |  | Authority number: |  |  |
|  |

Explanatory Notes

|  |  |
| --- | --- |
| **Ref No**  | A sequential reference number is required for each form of this type submitted by the Permit Holder (eg 001, 002, 003 etc). Where amendments are made to a previously submitted form, please use the same reference with a sequential revision number (eg 2005-003 Rev 1) |
| **Person’s full name**  | Must include all names, as they appear on your employment records, or on any previous application approval. |
| **Classification of the information**  | Determined by reference to a classification guide. |
| **Foreign obligation**  | The prescribed International Agreement which the information is subject to. |
| **General description**  | For documents, include title and completion date. |
| **Proposed communication method**  | The proposed communication method must be appropriate for the classification of the information, and may be stipulated in a classification guide. If in doubt, ASNO should be consulted. |
| **Communication start/end dates**  | The communication of information must:1. not take place until approval has been granted (typically 5 working days after receipt of the application), and
2. take place only between the two dates listed.
 |
| **Applicant’s Signature**  | This form must be signed by a representative of the Permit Holder (i.e. the organisation) who will take responsibility and sign documents on behalf of the organisation. |

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| **This form replaces the following form 🡪** | ASO125 (Original – issued 1 January 2002) |