



Form Number: SW/FSD/AGA/F/025
Revision Number: 0
Date: 10-03-2017

SWAZILAND CIVIL AVIATION AUTHORITY

SW/FSD/AGA/F/025

Form to be used for the submission of the accountable manager and compliance officer, to be filled by the aerodrome operator

PART 1. Particulars of the Applicant Organization

1.1 Full Name:	
1.2 Trade Name:	
1.3 Full Business / Residential Address:	
1.4 City:	
1.5 Postal Code:	1.6 Email address:
1.7 Telephone Number:	1.8 Fax, Telex or other contact (if any)
1.9 Legal status of applicant organization (individual/company/trust/other – please specify)	
1.10 Registration Number in the case of a corporation/company/trust:	
1.11 Aerodrome (s) operated:	
1.12 Full particulars of the nominated Accountable Manager and Compliance Officer a. Name: b. Title in the Organization: c. Telephone: d. Fax: e. Mobile: f. Email address:	
1.13 Nomination <input type="checkbox"/> First <input type="checkbox"/> Replaces (indicate name of previous nominee):	
1.14 In case of change of Accountable Manager and Compliance Officer , reason for change:	

PART 2 : Contractual authority

2.1 The nominee has been given contractual authority to ensure that all activities undertaken by the Organization are carried out in accordance with the applicable requirements of Civil Aviation Authority (Aerodrome) Regulations. <input type="checkbox"/> YES <input type="checkbox"/> NO	
2.2 If the answer to 2.1 is YES, the contractual authority is given through: <input type="checkbox"/> Company's act <input type="checkbox"/> Delegation from the company governing body <input type="checkbox"/> individual employment letter <input type="checkbox"/> Special nomination	



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PART 3: POWERS AND DUTIES IN RESPECT OF THE COMPLIANCE WITH CIVIL AVIATION AUTHORITY (AERODROME) REGULATIONS

3.1 The nominee has unrestricted access to work performed or activities undertaken by all other persons as employees of, and other persons rendering services under contract with the organization <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2 The nominee has full rights of consultation with all other persons as employees of, and other persons performing activities or rendering services under contract with (<i>Organization</i>) <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3 The nominee has powers to order cessation of any activity where compliance to Civil Aviation Authority (Aerodrome) Regulations is not effected <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4 The nominee has a duty to establish liaison mechanisms with the Authority with a view to ascertain correct manners of compliance with the said requirements <input type="checkbox"/> YES <input type="checkbox"/> NO
3.5 The nominee has powers to report to the senior management on his or her investigation and consultations generally <input type="checkbox"/> YES <input type="checkbox"/> NO
3.9 If the answer to any of the questions 3.1 to 3.7 is YES, the powers and duties are given to the nominee through: <input type="checkbox"/> Company's act <input type="checkbox"/> Delegation from the company governing body <input type="checkbox"/> individual employment letter <input type="checkbox"/> Special powers and duties
3.10 If the answer to any of the questions 3.1 to 3.7 is NO, please specify the reason for not giving such powers and duties to the nominee and indicate the name and title of person holding such powers or duties:
3.11 The applicant declares hereby that the information provided in the nomination form is true in every respect <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%; border-top: 1px dashed black; text-align: center;">Name & Title</div> <div style="width: 30%; border-top: 1px dashed black; text-align: center;">Signature</div> <div style="width: 30%; border-top: 1px dashed black; text-align: center;">Date</div> </div>

PART 4: SUPPORTING DOCUMENTS

4.1 Supporting Documents (Attach) Mark the appropriate block	
<input type="checkbox"/> Company's act (highlight articles) <input type="checkbox"/> individual employment letter <input type="checkbox"/> Special powers and duties <input type="checkbox"/> Other (please specify)	<input type="checkbox"/> Delegation from the company governing body <input type="checkbox"/> Special nomination <input type="checkbox"/> Organizational Structure