



**Flight Operations Standards Directorate**  
**Commercial Air Transport Section - Management Acceptance**  
**Accountable Manager (AM) Acceptance Application Form**

**A. FOR AOC HOLDER/APPLICANT USE ONLY**

**1. AOC Holder/Applicant Details.**

• Operator name			
• Address			
• Owner contact details	Name	Phone No.	E-Mail

**2. Accountable Manager (AM) Details.**

• Applicant name	
• Education details	

**3. Accountable Manager (AM) Acceptance Requirements.**

No.	JCAR OPS 1 Requirements	YES	NO
a	The accountable manager has corporate authority for ensuring that all operations and maintenance activities can be financed and carried out to the standard required by CARC		
b	Complete a meeting with flight operations inspector to be briefed on the AOC operations to include post holders, quality manager, safety management system manager and accountable manager responsibilities and duties in accordance with JCARs		

**4. Owner Recommendation.**

<ul style="list-style-type: none"> <li>I hereby certify that, the applicant meets JCARs requirements for the accountable manager post, and I am satisfied that the information contained in this application is true, correct and completed.</li> </ul>
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<b>Name</b>	<b>Signature</b>	<b>Date</b>



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**B. FOR CARC USE ONLY.**

**1. AM Acceptance - Documents Assessment.**

No.	Assessment Event	YES	NO
a	Check accountable manager record for corporate authority for ensuring that all operations and maintenance activities can be financed and carried out to the standard required by CARC		
<ul style="list-style-type: none"> <li>• <b>Assessment Result</b> <span style="margin-left: 100px;"><input type="checkbox"/> Satisfactory</span> <span style="margin-left: 100px;"><input type="checkbox"/> Unsatisfactory</span></li> <li>• <b>Remarks</b></li> </ul>			
<b>Flight Operations Inspector Name</b>		<b>Signature</b>	<b>Date</b>

**2. AM Acceptance - Assessor Designation.**

<ul style="list-style-type: none"> <li>• The under signed, Chief Commercial Air Transport Section authorizes Capt.....to conduct the accountable manager acceptance meeting.</li> </ul>		
<b>Name</b>	<b>Signature</b>	<b>Date</b>

**3. QM Acceptance - Technical Assessment.** Accountable manager acceptance meeting with CARC flight operations inspector:

No.	Assessment Events	YES	NO
a	Complete a brief on the AOC operations to include the responsibilities and duties of:		
(1)	Accountable manager		
(2)	Flight operations post holder		
(3)	Crew training post holder		
(4)	Ground operations post holder		
(5)	Safety management system manager		
(6)	Quality manager		
<ul style="list-style-type: none"> <li>• <b>Meeting Date</b></li> <li>• <b>Assessment Result</b> <span style="margin-left: 100px;"><input type="checkbox"/> SAT</span> <span style="margin-left: 100px;"><input type="checkbox"/> UNSAT</span></li> <li>• <b>Remarks</b></li> </ul>			
<b>Flight Operations Inspector Name</b>		<b>Signature</b>	<b>Date</b>

**C. SUPPORTING DOCUMENTS**

- Cover letter for the accountable manager acceptance application
- Accountable manager acceptance application form - this form
- Supporting document for accountable manager acceptance as detailed in this application form part A para 3 a.