



Flight Operations Standards Directorate
Commercial Air Transport Section - Management Approval
Ground Operations Post Holder (GOPH) Approval Application Form

A. FOR AOC HOLDER/APPLICANT USE ONLY

1. AOC Holder/Applicant Details.

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

2. Nominated Ground Operations Post Holder (GOPH) Details.

• Applicant name	
• Education details	

3. Ground Operations Post Holder Approval (GOPH) Requirements.

No.	JCAR OPS 1 Requirements	YES	NO
a	Practical experience and expertise in the application of aviation safety standards and safe operating practices		
b	Appropriate management experience in a comparable organization		
c	Five years relevant work experience of which at least two years should be from the aeronautical industry in an appropriate position		
d	Complete ground operations post holder approval interview with CARC ground operations inspector to:		
(1)	Assess the applicant for the comprehensive knowledge of:		
(a)	JCAR-OPS 1 and any associated requirements and procedures		
(b)	The AOC holder's Operations Specifications		
(c)	The need for, and content of, the relevant parts of the AOC holder's Operations Manual - OM A, Ground operations procedures manual and as applicable the dangerous goods manual		
(d)	Thorough knowledge of the AOC holder's ground operations concept		
(2)	Assess the applicant for the familiarity with:		
(a)	Quality system		
(b)	Safety management system		

4. Accountable Manager Recommendation.

• I hereby certify that, the applicant meets JCARS requirements for the ground operations post and I am satisfied that the information contained in this application is true, correct and completed.
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Name	Signature	Date



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B. FOR CARC USE ONLY.

1. GOPH Approval - Documents Assessment.

No.	Assessment Events	YES	NO
a	Practical experience and expertise in the application of aviation safety standards and safe operating practices		
b	Appropriate management experience in a comparable organization		
c	Five years relevant work experience of which at least two years should be from the aeronautical industry in an appropriate position		
• Assessment Result		<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
• Remarks			
Ground Operations Inspector Name		Signature	Date

2. GOPH Approval - Assessor Designation.

<ul style="list-style-type: none"> The under signed, Chief Commercial Air Transport Section authorizes Capt.....to conduct the ground operations post holder approval interview 		
Name	Signature	Date

3. GOPH Approval - Technical Assessment. Ground operations post holder approval interview with CARC flight operations inspector:

No.	Assessment Events	YES	NO
a	Assess the applicant for the comprehensive knowledge of:		
(1)	JCAR-OPS 1 and any associated requirements and procedures		
(2)	The AOC holder's Operations Specifications		
(3)	The need for, and content of, the relevant parts of the AOC holder's Operations Manual - OM A, ground operations procedures manual and as applicable the dangerous goods manual		
(4)	Thorough knowledge of the AOC holder's ground operations concept		
b	Assess the applicant for the familiarity with:		
(1)	Quality system		
(2)	Safety management system		
• Interview Date		• Assessment Result	<input type="checkbox"/> SAT <input type="checkbox"/> UNSAT
• Remarks			
Flight Operations Inspector Name		Signature	Date

C. SUPPORTING DOCUMENTS

- Cover letter for the ground operations post holder approval application
- Ground operations post holder approval application form - this application form
- Supporting documents for ground post holder approval as detailed in this application form part A para 3 a-c