



Department:	Complete the Name of your Department	Form Number: CA AOC-F-003
Telephone number:	0860 267 435	Email address:
Physical address	12 Byls Bridge Boulevard, Building No 2, Byls Bridge Office Park Centurion	
Postal address:	Private Bag X73, Halfway House 1685	Website: www.caa.co.za

PROSPECTIVE OPERATOR'S PRE-ASSESSMENT STATEMENT (POPS)

POPIA CONSENT AGREEMENT:

In accordance with the provisions of the Protection of Personal Information Act No. 4 of 2013 ("POPIA"), all personal information must be processed lawfully and in a manner that does not infringe upon the data subject's right to privacy.

By completing this form in accordance with the Civil Aviation Act No. 13 2009, you consent to the collection, processing, and, where necessary, the disclosure of the personal information provided herein for purposes strictly related to regulatory, administrative, operational, and compliance requirements. This may include, but is not limited to, processing the information for approvals, certification, communication, publication, or any related function reasonably required to fulfil the purpose for which the information was submitted.

Such information will only be shared with authorised third parties, including regulatory bodies such as the Department of Transport, service providers, consultants, or other relevant stakeholders, solely to the extent necessary to discharge the aforementioned obligations.

The South African Civil Aviation Authority ("SACAA") recognises the importance of protecting personal information and undertakes to process and/or publish such information with the highest level of care and in full compliance with the safeguards and obligations imposed by POPIA. (For more information on how the SACAA processes your personal information, kindly refer to our Privacy policy on the SACAA website (link: <https://www.caa.co.za/paia-and-privacy/>).

To be completed by Air Operator or Approved Maintenance Organisation	All applicants to complete Items 1-8
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PART 1: GENERAL

1.	Legal name (company) and Trade Name (business name if different from company name).								
	Physical address of the principal (main) base where OPERATIONS will be conducted, include address of secondary base of operation, if appropriate (do not use a post office box).								
	Physical address of the principal (main) base where MAINTENANCE will be conducted, include address of secondary base of operation, if appropriate (do not use a post office box).								
	Telephone number	Fax number	e-mail address						
2.	Proposed Start of Operations Date	Y	Y	Y	Y	M	M	D	D
3.	Requested company identifier (in order of preference)	1		2		3			
4.	Existing Air Service Licence Number if applicable:								
	CAR Part Number	Air Service Licence number							
	Category/ies of Aircraft								
	Class of Air Service	Type/s of Air Service/s							
	International (CLASS1/11)								
	Domestic (CLASS 1/11/111)								
5.	Management Personnel - Required by the Air Services Licensing Act, CAA Regulations 1997, "Manner and Form of Application for a Licence": the full name and surname, qualifications and experience of each of the following officials:								
	Staff member	Full name & surname	Qualifications	Experience					
	a Chief executive officer								
	b Responsible person: Flight Operation								
	c Responsible person: Aircraft								
	d Air Safety Officer								
	Notes:								
	<ul style="list-style-type: none"> Each applicant must ensure that required management and technical personnel positions are established and that the qualifications of those personnel are maintained; 								



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- Prior to beginning demonstration, those selected for the required management positions must be full time employees of your organization.**

CATS Subpart .04.2 of the relevant part [i.e. Part 121.04.2., 2.1.2 "Organisation and Responsibilities", (2) "Nominated Postholders."] The name of each nominated postholder responsible for flight operations, the maintenance system, flight crew training and ground operations.

Name	Title	Telephone Number (Including Area Code)
	1 Chief Executive Officer	
	2 Responsible person: Flight Operation	
	3 Responsible person: Aircraft	
	4 Air Safety Officer	

- 6 Other Key Management Personnel** - In addition to the required management and technical positions, we request that you identify other key personnel, such as: Director of In-Flight, Director of Quality Control, Director of Quality Assurance, Director of Training, Dispatch Manager, Manager of Maintenance Control, Director of Stations, Director/Manager of Technical Publications (Ops, Mx).

SA-CATS-OPS: Sub-part .04.2 Operations Manual, 2.1.4 Quality Manager:

"The quality manager is the manager, acceptable to the Director of Civil Aviation, responsible for the management of the quality system, the monitoring function and for requesting corrective action."

In terms of Part 114.02.1. of the CARs of 2011, Security Manager/ Official responsible for aviation security

"The Security Manager is the manager, acceptable to the Director of Civil Aviation, responsible for the management of aviation security including development, implementation and maintenance of a security programme."

Name	Title	Telephone Number (Including Area Code)

- 7. PROPOSED TYPE OF OPERATION** To be completed by applicant: (New Commercial Operator, or Existing Certificate Holder requesting Amendment)

- Type of Certificate and Kinds of Operation:**

(Check appropriate box to indicate type of Certificate and kinds of Operation or requested amendment)

Domestic	<input type="checkbox"/>	Scheduled	<input type="checkbox"/>	Non-Scheduled	<input type="checkbox"/>
International	<input type="checkbox"/>	Scheduled	<input type="checkbox"/>	Non-Scheduled	<input type="checkbox"/>

Aerial Work. as selected from pick list on last page

Aviation Training Organization as selected from pick list on reverse side

Part 96	<input type="checkbox"/>	Part 121	<input type="checkbox"/>	Part 127	<input type="checkbox"/>	Part 135	<input type="checkbox"/>	Part 136	<input type="checkbox"/>
Part 137	<input type="checkbox"/>	Part 138	<input type="checkbox"/>	Part 141	<input type="checkbox"/>	Part 145	<input type="checkbox"/>	Other	<input type="checkbox"/>
Passenger & Cargo	<input type="checkbox"/>	Passenger only	<input type="checkbox"/>	Cargo only	<input type="checkbox"/>	Single pilot	<input type="checkbox"/>	Multi crew	<input type="checkbox"/>

- Other Operational Issues:**

Indicate applicable issues affecting new application or requests for amendment(s) to current operations.

a	Special issues: (Check all that apply):	EDTO	<input type="checkbox"/>	RSVM	<input type="checkbox"/>	MNPS	<input type="checkbox"/>	PBN	<input type="checkbox"/>
b	Other: (list)								
c	Dangerous Goods (check one)	Carry	<input type="checkbox"/>	Not Carry	<input type="checkbox"/>				
d	Maintenance performed by: (check one)	Applicant	<input type="checkbox"/>	Contractor	<input type="checkbox"/>				
e	Operations training by: (check one)	Applicant	<input type="checkbox"/>	Contractor	<input type="checkbox"/>				
f	Type of Ownership: (Check one)	Corporate	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Fractional	<input type="checkbox"/>	Sole Proprieto	<input type="checkbox"/>



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	devices, etc.)		
2	Contract Training: (e.g., crew-member, ground, maintenance, etc.)		
3	Training Records: (e.g., crew-member, dispatch, maintenance, etc.)		
4	Crewmember/dispatch records:		
5	Type of Maintenance performed: (Principal Maintenance Base)		
6	Type of Contract Maintenance:		
7	Line Stations:		
8	Capabilities of each line station:		
9	Date contracts available for review: (e.g. aircraft, facilities, etc.)		

PART 3: MANUALS

To expedite the process, manuals could be submitted in electronic format.

1	Identify any manuals to be written other than by the applicant:		
	Manual Title (manual number if applicable)		
	Identify Contractor, Liaison or Author of each		
2	Identify Manuals to be written by applicant:		
	Manual Title (manual number if applicable)		
	Identify Author of each		

PART 4: APPLICANT INTENTIONS: COMPANY EXECUTIVE OR AUTHORIZED PERSON

The statements and information contained on this form indicate an intent to apply for CAA certification.

To be completed by the Accountable Manager (i.e. Director).

Legal name (company) and Trade Name (business name if different from company name):

I understand that the named company must be able to comply with the South African Aviation Legislation, South African Civil Aviation Regulations (SACAR) and the international standards pertaining to the operation of aircraft as published in relevant ANNEXES to the convention on International Civil Aviation Organisation (ICAO) with respect to all matters regulating the issuance of an Air Service Licence and an Air Operator Certificate. I further understand that the above named company shall not commence operation until it is in possession of an Air Operator Certificate (AOC) and to conduct Commercial Air Transport Operations under SACAA regulations, an operator must be a citizen as defined in South African Aviation Legislation. **(Signature to certify understanding)**

SIGNATURE OF COMPANY EXECUTIVE OR AUTHORISED PERSON OF OPERATOR	NAME IN BLOCK LETTERS	DATE

Name and Title of Company Executive: *(Please Print)*

PART 5: TO BE COMPLETED BY CAA

Received by CAA									Remarks:
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on	Y	Y	Y	Y	M	M	D	D	
Forwarded to FOD on	Y	Y	Y	Y	M	M	D	D	
Coordinated with AWD	Y	Y	Y	Y	M	M	D	D	
SIGNATURE OF INSPECTOR			NAME IN BLOCK LETTERS				DATE		
<i>See last page for instructions and pick lists</i>									
<p>NOTICE: The Authority, (SACAA), will not undertake a quality assurance role with regard to any form or document submitted in application for a service. Documentation that contains errors or does not meet regulatory requirements will be returned for correction. Delays thus incurred are the sole responsibility of the applicant. Applicants are encouraged to review CAR Subpart .06.2 of the applicable Part. (i.e. Part 121.06.2)</p>									

Types of Aerial Work Specialty Operations		Types of Aviation Training Organization Operations	
	Aerial Advertising		Flight Training
	Aerial Inspection and Surveillance		Maintenance Training
	Aerial Harvesting		Ground Service Training
	Aerial Mapping		Aviation Medicine Training
	Aerial Photography		Security Training
	Aerial Sightseeing		Dangerous Goods Training
	Aerial Spraying		Cabin Crew Training
	Aerial Surveying		Dispatcher Training
	External Load Charge		Others
	Fire Fighting		
	Recreational Flying		
	Forest Fire Management		
	Glider Tower		
	Heli-logging		
	Parachute Jumping		
	Wild Life Management		