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| --- | --- | --- | --- | --- | --- | --- |
| Name of organization seeking manual acceptance | | | | | | |
| Brief details of consultative process (all stakeholders and results) if applicable. | | | | | | |
| I certify that the manual referred to in this form fulfils the criteria laid out by ICAO in Doc 9859 as evidenced below. | | | | | | |
| Name of Officer: | | | | Date: Click or tap to enter a date. | | |
| Signature | | | | | | |
|  | **ITEM** | | **PAGE NUMBER** | | | **COMMENT** |
| **1)** | **Document control procedures** | |  | | |  |
| **2)** | **SMS regulatory requirements** | |  | | |  |
| **3)** | **Scope and integration of the SMS** | |  | | |  |
| **4)** | **Safety policy** | |  | | |  |
| **5)** | **Safety objectives** | |  | | |  |
| **6)** | **Safety accountabilities and key personnel** | |  | | |  |
| **7)** | **Safety reporting and remedial actions** | |  | | |  |
| **8)** | **Hazard identification and risk assessment** | |  | | |  |
| **9)** | **Safety performance monitoring and measurement** | |  | | |  |
| **10)** | **Safety-related investigations and remedial actions** | |  | | |  |
| **11)** | **Safety training and communication** | |  | | |  |
| **12)** | **Continuous improvement and SMS audit** | |  | | |  |
| **13)** | **SMS records management** | |  | | |  |
| **14)** | **Management of change** | |  | | |  |
| **15)** | **Emergency / contingency response plan** | |  | | |  |
| **Date/Signature** | | **Comments by Stakeholders** | | | | |
| **Date:** Click or tap to enter a date.  **CAS** | |  | | | | |
| **Date**: Click or tap to enter a date.  **CGS** | |  | | | | |
| **Date**: Click or tap to enter a date.  **QAM** | |  | | | | |
| **ACCEPTANCE/SIGN OFF** | | Ensure attached manual, and all amendments have been incorporated in this final version and accepted by section heads. | | | | |
| The above manual is accepted. The above request is not accepted/pending acceptance subject to –    Signature:  **(Chief Executive)**  (Date): Click or tap to enter a date. | | | | | | |
| Effective Date: Click or tap to enter a date. | | | | | File No. | |
| All actions completed. Attach copy of manual to this form & file: | | | | | (Signature/Date)  Click or tap to enter a date. | |