



**Civil Aviation Authority of Fiji**  
**Approval for Biographical Details of Senior Staff Nominated  
 by an Organisation**

Form  
**AW 102A**

1. Name:  
 Address of Organisation:  
 CAAF Approval Ref:
2. Position  
 Full name of previous incumbent of this post:
3. Full name of person nominated:  
 Date of Birth:
4. General Education and Technical Qualifications including apprenticeship, if any. (Give approximate dates and specially identify any training relevant to the position for which Approval is sought).
5. Full details of employment with positions held during the past ten years (in date sequence), and specifically identify any experience relevant to the position for which Approval is sought. (Please use a continuation sheet if appropriate.)

6. Declaration of Undertaking

- (a) I , ....., an employee of .....and nominated for the position of ....., having understood my assigned accountabilities and responsibilities, am prepared to uphold them.
- (b) I am fully aware that any failure on my part on the area of responsibility so assigned to me ensure :  
 I. compliance to the applicable standards published by the Authority; and  
 II. conformance to the procedures promulgated by my employer;  
 may result in the withdrawal of the Authority's approval of my appointment to the position.
- ( c ) I understand that each nominated post holder is accountable for the responsibilities/functions so prescribed for the said position and that accountability entails competency on the part of the post holder in his/her performance.

Signature: .....

Date: .....

***On completion, please send this form under confidential cover to the CAAF***

**FOR CAAF USE ONLY: (Remarks and/or recommendations of Airworthiness Officer)**

Applicant Interview: **YES / NO / NOT REQUIRED** (please circle one only)

Accepted for the position of .....  
 and Signatory for: SD – Airworthiness of Aircraft - Chapter 3-4 Paragraph 4-3 & 4.3.1 (cross this part out if not applicable)

Signature: .....

Date: .....

***Once authorised, a copy of this form must be returned to the nominee.***