

Notification of Completion of an Air Traffic Controller (ATCO) Unit Endorsement Assessment (Commission Regulation (EU) 2015/340)



Please complete this form online (preferred method) then print and sign the form.
Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink.
Post or scan and email the form in accordance with Section 7.
Please read the attached guidance notes before completing the form .

FALSE REPRESENTATION STATEMENT

It is an offence under Article 256 of the Air Navigation Order 2016 to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine up to £5000, and on conviction on indictment with an unlimited fine or up to two years imprisonment or both.

1. PERSONAL DETAILS (Complete as shown on passport)

(Completed by the Applicant)

Serial Number of Licence

Title: Surname: Forename(s)

Date of Birth (dd/mm/yyyy): Nationality

Place of Birth: Country of Birth:

Applicants Address:

County: Country: Postcode:.....

Telephone Numbers: Home: Mobile:

Email Address:

Unit Address:

ICAO Location Indicator:

County: Country: Postcode:.....

2. TYPE OF UNIT ENDORSEMENT ASSESSED

(Completed by the Applicant)

Initial Issue: New Rating/Subsequent Issue Renewal: Temporary (Special Event)

3. UNIT ENDORSEMENT ASSESSMENT RESULTS (enter results after Assessment is complete)

(Completed by Assessor)

Actual assessment date (dd/mm/yyyy): Temporary Endorsement Expiry Date (if applic.) (dd/mm/yyyy):

Unit Endorsement details: (Sector / Rating / Rating Endorsement)	Practical		Oral	
.....	PASS	FAIL	PASS	FAIL
.....	PASS	FAIL	PASS	FAIL
.....	PASS	FAIL	PASS	FAIL
.....	PASS	FAIL	PASS	FAIL

Assessment remarks (Where the outcome is 'FAIL', Assessors are to record reasons for the decision)

Practical:

Oral:

4. MEMBERS OF THE ASSESSMENT BOARD				(Completed by Assessor(s))
Surname	Forename(s)			
Assessor Licence number:	Chair	Assessor	Signature:	
Surname	Forename(s)			
Assessor Licence number:	Chair	Assessor	Signature:	
Surname	Forename(s)			
Assessor Licence number:	Chair	Assessor	Signature:	

5. SUBMISSION INSTRUCTIONS
Please check: - Section 1 (Personal Details) has been fully completed; - All Sections relevant to the notification have been completed; and, when completed, return this form to: ATCO Licensing Section, Licensing Assessment, Safety and Airspace Regulation Group, Civil Aviation Authority, Aviation House, Gatwick Airport South West Sussex RH6 0YR Telephone Enquiries: +44 (0) 1293 573270 e-mail: ats.licensing@caa.co.uk

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