

Please complete this form online (preferred method) then print, sign and submit as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink.

Please Note: The Aerodrome Licence Holder should ensure that nominated Authorised Persons are appropriately trained, maintain competence and act in accordance with the conditions of the Authorisation. Authorisations issued to aerodrome personnel must be notified in the Aerodrome Manual, which will be routinely checked at the aerodrome's periodic audit by the CAA Aerodrome Inspector. Any changes affecting the basis upon which the Authorisation was initially issued should be notified immediately to the CAA.

Please read the attached Guidance Notes before completing the form.

1. Details of Nominated Person

- a) Name:
- b) Position:
- c) Name of Organisation:
- d) Name of Aerodrome:
- e) Aerodrome Address:
- f) Length of time in current position:

2. Qualifications relevant to the Authorisation

[illegible]

3. Work Experience relevant to the Authorisation

[illegible]

Signature of Nominated Person:

Date:

4. Endorsement by Accountable Manager

The applicant is suitably qualified/experienced to discharge the responsibilities of the Authorisation.

Signature of Accountable Manager: Date:

Name (IN BLOCK LETTERS):

On completion, please submit this form with a passport-sized photograph of the Nominated Person, signed by them on the reverse, by post to the following address:

Business and Operations Support Team
Aerodrome and Air Traffic Standards Division
Civil Aviation Authority
Aviation House
Gatwick Airport South
W. Sussex, RH6 0YR

CAA use only

Received:

Sign-off:

Issued: