

Issued: 15 August 2014

Regulatory Documents Containing References to the CAA

This Information Notice contains information that is for guidance and/or awareness.

Recipients are asked to ensure that this Information Notice is copied to all members of their staff who may have an interest in the information (including any 'in-house' or contracted maintenance organisations and relevant outside contractors).

Applicability:	
Aerodromes:	All Aerodrome Licence Holders
Air Traffic:	All ANSPs
Airspace:	NATMAC
Airworthiness:	All Airworthiness Approved Organisations
Flight Operations:	All AOC Holders and PAOC Holders
Licensed/Unlicensed Personnel:	Not primarily affected

1 Introduction

- 1.1 In July 2013, the CAA announced that it would be combining the Directorate of Airspace Policy (DAP) and the Safety Regulation Group (SRG) in to the Safety and Airspace Regulation Group (SARG). Between July and December 2013, SARG was designing and consulting internally on its structure.
- 1.2 The purpose of this Information Notice is to inform relevant parties about amending regulatory documents which refer to the CAA, as a result of organisational changes at the CAA.

2 Scope

- 2.1 The SARG structure has now been finalised and was fully implemented from 1 April 2014. Information on the SARG structure can be found at the following link:

[SARG Structure Information](#)

- 2.2 The CAA is aware that many stakeholders' regulatory documents and safety processes and procedures make reference to CAA groups, divisions or functions. The CAA will not require these documents to be amended solely for the purpose of updating references to the CAA or SARG structure.
- 2.3 Stakeholders must continue to amend internal documentation as per their Safety Management Systems, where applicable, and should update references to SARG as a part of this process.

3 Further Information for ANSPs and Aerodromes

- 3.1 The Airspace, ATM and Aerodromes (AAA) Capability Team will have regulatory oversight of Aerodromes, Air Navigation Service Providers (ANSPs), Airspace Utilisation and Regulation and Radio Licensing.
- 3.2 The CAA will advise ANSPs, Aerodromes and any other relevant organisations of any changes in assigned Inspectors and any changes in contact details that may result. Where these impact on core safety tasks or notification processes, those procedures and documents should be amended.
- 3.3 In the absence of any such notification, ANSPs and Aerodromes should continue to use their allocated Inspector or subject matter expert as their primary point of contact.
- 3.4 General updates to references to the CAA or SARG can be done within the normal document review cycle.

4 Action by ANSPs and Aerodromes

- 4.1 ANSPs and Aerodromes are required to update relevant documents by 31 July 2015 if they have not already done so within the normal document review cycle.

5 Queries

- 5.1 Any queries or requests for further guidance relating to airspace, air traffic or aerodromes as a result of this communication should be addressed to

Airspace, ATM and Aerodromes
Safety and Airspace Regulation Group
Civil Aviation Authority
Aviation House
Gatwick Airport South
West Sussex
RH6 0YR

E-mail: aerodromes@caa.co.uk

- 5.2 Any queries or requests for further guidance relating to Airworthiness as a result of this communication should be addressed to the assigned Airworthiness Surveyor in the first instance.
- 5.3 Any queries or requests for further guidance from AOC and PAOC holders as a result of this communication should be addressed to the assigned Flight Operations Inspector in the first instance.
- 5.4 Otherwise, queries should be addressed to infoservices@caa.co.uk.

6 Cancellation

- 6.1 This Information Notice will remain in force until 31 July 2015.