



CAA Form 4 - Details of Nominated Personnel - Airworthiness Organisations

This form can be completed electronically. If completing this form by hand, please use black or dark blue ink.

Details of Nominated Personnel required to be accepted as specified in:

Please tick appropriate box (*)

Part 21.A.145

Part 145.A.30

Part 147.A.105

Part 21.A.245

Part 145.A.36

(AR / ARC Signatory)

1. Name of Organisation:
2. Approval Reference:
3. Name:
4. Email Address:
5. Telephone Number:
6. Position / Title:

7. Qualifications relevant to Nominated Position (Item 6)

Example: B XXX (Hons) XXXXXXXX or CAA Part 66 BXX Licence or Part M introduction 2 day course (mention training provider)

8. Work Experience relevant to Nominated Position (Item 6)

Example: 2009 – 2014 Smiths Engineering (UK.145.01234) – Maintenance Manager

9. Applicant's Declaration

I declare that I meet the requirements for qualification, knowledge and experience as details in the applicable regulation (*) and I have sufficient capacity to complete this role as described in the roles and responsibilities section of the Organisations Exposition. (**)

Signature Date

Additional Supporting Information:

10. Other nominated Form 4 positions currently held and other significant Activities undertaken (include name and approval number of organisation):

Example: Jones Engineering (UK.21G.01234) – Production Manager

11. Manhour/Resource Plan

The applicant should provide a Man-hour/Resource Plan with this application to demonstrate the applicant has sufficient capacity to carry out the role in an effective manner. This should include all activities mentioned in block 10.

12. Accountable Managers Declaration

I declare that the above-named person nominated as a Postholder within my organisation has been found to be competent to carry out the role in accordance with the roles & responsibilities as described in the Organisations Exposition. (**)

Signature Date.....

(**) **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 and or up to two years imprisonment.

Note: The information submitted will be stored on a database and is restricted to authorised persons in accordance with the Data Protection Act 1998.

CAA use only

Name and signature of authorised CAA staff member accepting this person:

Signature Date

Name Office

Once authorised, a copy of the completed CAA Form 4 must be returned to the nominee.