

# Application for Safety Standards Acknowledgement and Consent (SSAC) Operation (Form SRG 1323)



This form is to be used to make an initial application to operate an aircraft under the requirements of SSAC. It should also be used to vary or renew an existing SSAC approval. All applications should be submitted via the link in Section 13 Submission Instructions no later than 42 days before the date of intended use.

## FALSE REPRESENTATION STATEMENT

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

## 1. APPLICANT TYPE

Individual	<b>Complete Section 03</b>	Charity	<b>Complete Section 03</b>
Partnership	<b>Complete Section 03</b>	Ministry of Defence	<b>Complete Section 03</b>
Limited Liability Partnership	<b>Complete Section 02</b>	Trust	<b>Complete Section 03</b>
Private Club	<b>Complete Section 03</b>	Public Educational Establishment	<b>Complete Section 03</b>
Limited Company	<b>Complete Section 02</b>		

## 2. LIMITED COMPANY APPLICANT DETAILS

*This application will be considered in respect of and, if appropriate, granted to, the Company Name as registered under the Company Number provided on this form.*

Registered Company Name (in full)			
Registered Company Number		Country of Company Registration	
Registered Office Address		Postcode	
Address for correspondence (if different to Registered Office Address):		Postcode	
Telephone Number		Email address	
Trading Name (if applicable)			
Trading Address (primary site)		Postcode	
Website address			

### AUTHORISED REPRESENTATIVE OF COMPANY

This application is to be signed by either a director or Company Secretary or a person authorised by the Board to act on behalf of the Company.

Surname		Forename(s)	
Position in Company			
Telephone Number		Email Address	

If you are not a director or company secretary and have been authorised to sign the application form on behalf of the Company, proof of that authority must be **provided with the completed application form**.

## 3. UNINCORPORATED ASSOCIATION OR OTHER BODY APPLICANT DETAILS *This application will be considered in respect of and, if appropriate, granted or issued to, the applicant(s) named below.*

Name of Unincorporated Association or other body			
Address		Postcode	
Telephone Number		Email address	
Website address			

This application is to be signed by a person or persons authorised by the body named above to act on behalf of it. This should normally be a member or members of the managing committee of the association or other body. Evidence of the authorisation to act on behalf of the association or body should be provided with the application

Surname		Forename(s)	
Position in Company			
Telephone Number			
Charity Number (if applicable)			

4. TYPE OF APPLICATION			
Initial		Renewal	Variation
Class	Description	Tick as Appropriate	Status <i>New / Existing / Remove</i>
Class 1	Wing walking	<input type="checkbox"/>	
Class 2	Experience flight in an historic (single engine piston) warbird	<input type="checkbox"/>	
Class 3	Experience flight in an historic ex-military helicopter	<input type="checkbox"/>	
Class 4	Experience flight in an ex-military multi-engine (piston and turboprop) aeroplane	<input type="checkbox"/>	
Class 5	Experience flight in an ex-military Jet aeroplane	<input type="checkbox"/>	
Other		<input type="checkbox"/>	
Date of expiry of existing SSAC Approval			Current Operations Manual version in use
Summary of Variation <i>(if applicable)</i>			

5. AIRCRAFT AND OPERATING BASE							
Aircraft Type	Registration	Status <i>New / Existing / Remove</i>	SSAC Class	Aircraft Type	Registration	Status <i>New / Existing / Remove</i>	SSAC Class
Main Operating Base, and Secondary Base(s) <i>(if applicable)</i>	Airfield			Category <i>Licensed or Unlicensed</i>		Status <i>New / Existing / Remove</i>	
Other existing approval(s) held							

6. ACCOUNTABLE MANAGER			
The operator must have nominated an accountable manager who has corporate authority for ensuring that all operations and maintenance activities can be financed and carried out to an acceptable standard. For initial applications or a change of accountable manager, please complete and attach a <a href="#">Form 4</a> for the accountable manager.			
First Name		Surname	
Phone No. <i>(business hours)</i>		Phone No. <i>(after hours)</i>	
Mobile No		E-mail Address	

7. NOMINATED ROLES		
The operator must have nominated post holders, acceptable to the CAA, who are responsible for the management and supervision of the operation		
Role	Name	Email
Chief Pilot		
Safety Manager		
Continuing Airworthiness Co-Ordinator		
Head of Training		
Ground Operations Manager		
Other		

**8. AIRWORTHINESS REQUIREMENTS**

Provide submission detailing the evaluation of the airworthiness requirements for SSAC as set out in CAP 1395. Submissions should include certain documents as required on the submission checklist and be labelled Section 8 Airworthiness Requirements, in addition complete the below:

Details of A8-23/A8-24(as applicable) Maintenance Organisation		Details of A8-25 Management of Continuing Airworthiness Maintenance Organisation	
Details of current Approved Maintenance Programme:(CAA reference No. MP/xxxx/xx)			

**9. RISK ANALYSIS**

Provide typed submission detailing the Evidence-based risk assessment your organisation has carried out in relation to the proposed activity (including identification of the level of risk to participants, other airspace users, and third parties on the ground) and the method you have developed for informing the participants of the risk. If required, please consult CAP 1395. Submission should be labelled 'Section 9 Risk Analysis'.

**10. CHARGES**

A fee is payable upon application for each initial application for SSAC and upon application for each renewal of the SSAC approval. The approval charge(s) required as calculated in accordance with the GA Scheme of Charges ([www.caa.co.uk/ors5](http://www.caa.co.uk/ors5))

NB: This application will not be processed until the applicable charges have been received.

Where charges are to be paid other than by the applicant, please enter the name of the person/company who is paying:

.....  
If you want the CAA to quote a Purchase Order No. on your invoices, please provide the reference here:"

Purchase Order number: .....

**IMPORTANT NOTES:**

**Additional Charges:** Where the cost of the CAA investigations exceeds the application charge payable, the applicant shall pay additional charges to recover those excess costs incurred by the CAA in accordance with the Scheme of Charges.

**Overseas Visits:** If a Member or employee of the CAA is required to travel overseas in respect of this application you are advised to read the CAA Scheme of Charges to which this application relates, and the section entitled 'Additional charge where functions are performed abroad'. All expenses incurred in pursuance of this application by virtue of travelling overseas will be payable by the applicant on demand.

**Withdrawal/Cancellation of Application:** In the event that this application is withdrawn or cancelled by the applicant, the application fee less the cost of any work carried out by the CAA to that date, may be refunded. Please see the CAA Refunds Policy at [www.caa.co.uk/refunds](http://www.caa.co.uk/refunds) for more information.

**11. DECLARATION**

I am applying for Safety Standards Acknowledgement & Consent (SSAC) Operation.

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.

I agree to pay any additional charges which may become payable in respect of this application under the Scheme of Charges.

Name of Applicant: .....

Signature of Applicant: .....

Date: .....

## 12. APPLICATION FORM SUBMISSION SERVICE (SUBMIT & PAY)

Once you have completed your application form, please save a copy to your device. Click on the button below to submit your application, supporting documentation (if applicable) and to make payment by credit/debit card. You will be required to upload a copy of the completed application form as part of the submission.

The button will direct you to the CAA Customer Portal. The first time you access the CAA Customer Portal you will need to create a user account, there are instructions provided and it only takes a few minutes to register. If you have used the CAA Customer Portal before, please log in to your existing user account.

Please note: Your application will not be processed until you have submitted it via the CAA Customer Portal and paid the relevant fee.

The charge(s) required will be calculated in accordance with the current CAA Scheme of charges [List of Official Record Series 5 - Scheme of Charges \(caa.co.uk\)](#)

**Important: Please save your completed form before proceeding.**

**Application Form Submission Service**

If you prefer, you can access the service by logging onto the CAA Customer Portal via <https://portal.caa.co.uk> and selecting the Application Form Submission Service.

### NOTES

When complete, submit via the above application form submission service, along with any supporting documentation attached. Please ensure that your SSAC includes the following additional documents. Applications submitted without the below required documents will be rejected.

Completed Risk Assessment for SSAC operations	<input type="checkbox"/>	Copy of Minimum Equipment List	<input type="checkbox"/>	Participant Information Pack (containing all of the information and risk information given to the participant)	<input type="checkbox"/>		
Completed CAP1395 Appendix A	<input type="checkbox"/>	Copy of current version of the AAN	<input type="checkbox"/>	Copy of the Continuing Airworthiness Arrangement and Maintenance contract(s)	<input type="checkbox"/>		
Copy of the Technical Log and usage instructions	<input type="checkbox"/>	Copy of proposed Operations Manual	<input type="checkbox"/>	Completed <a href="#">FCS1500</a> Payment	<input type="checkbox"/>	Completed CAP1395 Appendix B or C (if required)	<input type="checkbox"/>
Completed Section 9 Risk Analysis	<input type="checkbox"/>	New Aircraft (not previously used for SSAC) attach a copy of the most recent Aircraft Airworthiness Review (AAR)		<input type="checkbox"/>	Date AAR conducted		

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