**Change of Accountable Manager**

Form to be filled out by new accountable manager and email it to: [drone.registration@caa.co.uk](mailto:drone.registration@caa.co.uk)

**Your organisation**

|  |  |
| --- | --- |
| Organisation name |  |
| Operator ID |  |
| Address |  |
| Postcode |  |

**Current Accountable Manager**

This is the person who is currently registered with the CAA

|  |  |
| --- | --- |
| Name |  |
| Email address |  |

**New Accountable Manager**

This is the person who will be your new accountable manager with the CAA

***Ensure email address is not already registered to any other Operator or Flyer ID registration***

|  |  |
| --- | --- |
| Name |  |
| Date of birth  (dd/mm/yyyy) |  |
| Email address |  |
| Home address |  |
| Postcode |  |
| Telephone number |  |
| New Operations Manual version |  |
| New Operations Manual date |  |

*We will send the new accountable manager an email confirming the change once we have updated our records.*

**Confirm that you understand your responsibilities**

I confirm that all personnel directly involved in the operations are competent to perform their tasks, and the unmanned aircraft system will be operated only by remote pilots with the appropriate level of competency.

This means that the organisation agrees to meet the following responsibilities.

Select to confirm

The organisation will meet all legal requirements for being responsible for a drone or model aircraft.

The organisation will display its Operator ID on any drone or model aircraft it is responsible for that requires an Operator ID.

The organisation will only allow people with the appropriate authorisation, such as a valid Flyer ID, to fly any drones or model aircraft it is responsible for.

|  |  |
| --- | --- |
| **Name** |  |

|  |  |
| --- | --- |
| **Date** |  |

|  |  |
| --- | --- |
| **Signed** |  |

You can type your name in this box if you’re filling out this form electronically

**Any questions**

Please contact us if you have any questions about your registration.

Email: drone.registration@caa.co.uk

Phone: 0330 022 9930

Monday to Friday, 8:30am to 4:30pm