

APPLICATION TO BECOME A REGULATED AGENT



You should fill in this form if you:

- Wish to be included on the List of Regulated Agents and; You handle cargo which will be carried on civil aircraft
- Cargo handled by you is for carriage from any aerodrome in United Kingdom to a destination outside the United Kingdom
- You or another person acting on your behalf deliver cargo direct to an aircraft operator

Please print clearly in black ink

Please tick the relevant boxes

Have you applied for listing before? Yes No

New Application Relisting Additional Site Update of Details Other Changes

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.

Part A Company Name

Registered Company Name (in full):

Trading as (if different):

Type of Business:

Registered Company Number:

Registered Office Address:

.....

Postcode:

Telephone: Fax:

Part B. Security Manager contact details

Please give details of the individual in your company who will officially accept any written or verbal communication from the Secretary of State relating to Regulated Agents. The signatory must hold a senior position in the company or business which carries responsibility for security.

Title: Forename: Surname:

Position in Company:

Official Address:

.....

Postcode:

Telephone: Mobile:

E-mail: Fax:

Part C. Site Security Representative

Please complete Part C for every site to be listed and/or approved. Please ensure that the details you provide are those that you would like to see on the UK Database on Supply Chain Security.

Name of Person responsible for site security:

Title: Forename: Surname.....

Position in Company

Site Address (as displayed on the RAKC website (do not include company name):

.....
.....

Postcode:

Telephone: Fax:

E-mail: Mobile Telephone:

GB/RA Registered Number (if existing) including site number: **Site No:** **GB/RA/.....**

VAT Number:

Nature of Business (tick all applicable boxes)

Freight Forwarder:	Road Transport:	Packer:	Courier:
Airline/Freighter:	Handling Agent:	Office Only:	Screening:

Reminder EACH site you wish to be listed MUST be on a separate Part C

Part D Now please read the declaration and then sign and date below

ATTACHMENT 6-A

DECLARATION OF COMMITMENTS

REGULATED AGENT

In accordance with Regulation (EC) No 300/2008 of the European Parliament and of the Council (1) and its implementing acts, I declare that,

- to the best of my knowledge, the information contained in the company's security programme is true and accurate,
- the practices and procedures set out in this security programme will be implemented and maintained at all sites covered by the programme,
- this security programme will be adjusted and adapted to comply with all future relevant changes to Union legislation, unless

..... informs the CAA (as agent of the appropriate authority) that it no longer wishes to trade as a regulated agent,

..... will inform the CAA (as agent of the appropriate authority) in writing of:

- (a) minor changes to its security programme, such as company name, person responsible for security or contact details, change of person requiring access to the 'Union database on supply chain security', promptly and at least within 10 working days; and
- (b) major planned changes, such as new screening procedures, major building works which might affect its compliance with relevant Union legislation or change of site/address, at least 15 working days prior to their commencement/the planned change,

-in order to ensure compliance with relevant Union legislation, will cooperate fully with all inspections, as required, and provide access to all documents, as requested by inspectors,

- will inform the CAA (as agent of the appropriate authority) of any serious security breaches and of any suspicious circumstances which may be relevant to a regulated agent, in particular any attempt to conceal prohibited articles in consignments,

- will ensure that all relevant staff receive training in accordance with Chapter 11 of the Annex to Implementing Regulation (EU) 2015/1998 and are aware of their security responsibilities under the company's security programme; and

- will inform the CAA (as agent of the appropriate authority) if:

- (a) it ceases trading;
- (b) it no longer deals with air cargo/air mail; or
- (c) it can no longer meet the requirements of the relevant Union legislation.

I shall accept full responsibility for this declaration.

Signed:

(The signatory must hold a senior position in the company or business which carries responsibility for security)

Name:

Position in company or business.

Date:

Please return the completed application form together with the following information:

- details of previous applications for listing

To:

**Aviation Security Compliance
Cargo and In-Flight Supplies Business Support
Civil Aviation Authority, 5th Floor, 11 Westferry Circus, London, E14 4HD**

On receipt you will be contacted to progress your application and provided information to support the completion of your security programme.