

**Send form by Digipost/E-formidling:**

All forms and accompanying attachments must be sent by [Digipost](#) (PDF format only)

In the recipient field, search for *Luftfartstilsynet* and confirm the option “Luftfartstilsynet”

**If Digipost is not an option:**

Send by mail to:

Luftfartstilsynet  
Postboks 243  
8001 Bodø  
Norway

## Application for background check

Initial application     Renewal

1	Applicant information	
First name(s):	Last name:	
Address:	Postal code:	City:
Date (dd.mm.yyyy) (click to choose):	Place of birth:	
Nationality/citizenship:	Norwegian D-number / Personal number / Social Security Number:	
Telephone number:	Email:	
Position (job description):		

2	Information about registered residence for the last 5 years	
Current address:	Country:	Time period (from month/year to month/year):
Previous address 1:	Country:	Time period (from month/year to month/year):
Previous address 2:	Country:	Time period (from month/year to month/year):
Previous address 3:	Country:	Time period (from month/year to month/year):
Previous address 4:	Country:	Time period (from month/year to month/year):
Previous address 5:	Country:	Time period (from month/year to month/year):
Previous address 6:	Country:	Time period (from month/year to month/year):

**Information about residence for the last 5 years (continued)**

Applicant's additional comments. Any information that requires more space can be attached in a separate document.

**3 Information about employment or education for the last 5 years**

Current occupation:	Time period (from month/year to month/year):
Previous occupation 1:	
Previous occupation 2:	
Previous occupation 3:	
Previous occupation 4:	
Previous occupation 5:	
Previous occupation 6:	

Applicant's additional comments. Any information that requires more space can be attached in a separate document.

<b>4</b>	<b>Attachments</b>
<p>The following attachments must be sent with the application:</p> <p><input type="checkbox"/> Copy of an identification document issued by a public authority (passport or national ID card)</p> <p><input type="checkbox"/> Police certificate</p> <p><input type="checkbox"/> Information on education, employment and unemployment periods of the last 5 years</p> <p><input type="checkbox"/> Documentation on gaps, other than normal holidays, between periods of education or employment exceeding 28 days  <i>Periods of unemployment must also be documented: we need to know what you were doing during these periods of time, and what income or benefits you received. If you received social benefits, you must document this. The documentation must be confirmed and signed by someone other than you – CAA Norway does not accept CV or self-documentation.</i></p> <p><input type="checkbox"/> Supporting documentation (e.g. relevant certificates or confirmations from schools and employers)</p> <p><input type="checkbox"/> Any information that requires more space than available on this form can be attached in a separate document</p>	

<b>Regulatory fees are to be charged in accordance with BSL A 1-2</b>	
By signing this document, the applicant declares that all information provided in this form is correct and can be documented.	
Date (dd.mm.yyyy) (click to choose):	Signature:

<b>Handling of personal data</b>	
<p>To process your application, we need information about you. Your personal data is required to ensure the information received is <i>from the correct person</i>. Your personal data is processed in accordance with Regulation (EU) 2016/679 – the General Data Protection Regulation (GDPR). Article 6 (1) [litra e], Civil Aviation Act § [5-3], and Commission Regulation (EC) No 272/2009 of 2 April 2009 (supplementing the common basic standards on civil aviation security laid down in the Annex to Regulation (EC) No 300/2008 of the European Parliament and of the Council) specify the criteria on which your application will be processed.</p> <p>Your data will be stored only for as long as required for the purpose for which it was collected. You have the right to access your data and, if necessary, have it corrected. You may appeal to the Norwegian Data Protection Authority if you believe your data is not being processed in accordance with the GDPR.</p> <p>Your application is processed by the Civil Aviation Authority Norway (CAA Norway). You can contact our data protection officer at <a href="mailto:personvernombud@caa.no">personvernombud@caa.no</a>.</p> <p>All written inquiries to CAA Norway are subject to the Archive and Freedom of Information Act. The public's right to access information does not apply to personal data, which is subject to confidentiality.</p> <p>Read more about our privacy policy at <a href="https://luftfartstilsynet.no/en/about-us/privacy-policy/">https://luftfartstilsynet.no/en/about-us/privacy-policy/</a>.</p>	

<b>To be completed by the employer</b>	
Employer (company name):	Organisation number:
Employer's address:	Employer's billing address:
Billing information:	Billing email address:
Name of contact:	Contact email address:
By signing this document, the employer declares that all information provided by both applicant and employer in this form is correct and can be documented.	
Date (dd.mm.yyyy) (click to choose):	Signature: