

Certification Acceptance (CA) Designated Personnel Update Form

In the event of a change in personnel, the CA Agency must reassign those duties immediately, so no lapse occurs. The CA Agency must notify the ADOT Local Public Agency (LPA) Section Manager by completing the CA Designated Personnel Update Form. The completed and signed form must be emailed to the ADOT LPA Section Manager at lpasectionom@azdot.gov.

Please include an updated organizational chart reflecting reporting changes.

Date	Agency	
Requester Name		Title
Email		Appointment Timeframe (check one): <input type="checkbox"/> Interim <input type="checkbox"/> Permanent

Select all that apply	New Appointee Name	Title	Email	Phone	Effective Date
<input type="checkbox"/> Designated Approval Authority					
<input type="checkbox"/> CA Liaison (Primary)					
<input type="checkbox"/> CA Liaison (Secondary)					
<input type="checkbox"/> Responsible Charge					
<input type="checkbox"/> Title VI Coordinator					
<input type="checkbox"/> ADA Coordinator					
<input type="checkbox"/> DBE Liaison					
<input type="checkbox"/> ROW Agent					
<input type="checkbox"/> Other:					

Comments

Responsible Charge Signature	Date
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