

Dominique ROLAND
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Certificate Directorate

Cologne, 1st September 2015
EASA D(2015)/DRO/CTO/DOA&CERTWORKSHOP/53954

**Subject: Part 21 Design Organisation Approval (DOA) Implementation & product
certification Workshop on 18th-19th November 2015**

Dear Sir/ Madam,

We are pleased to invite you to attend a new joint Part 21 DOA Implementation and product certification Workshop, to be held at the HYATT REGENCY COLOGNE Hotel, "RHEINSAAL" HYATT conference Room, Kennedy-Ufer 2a, D-50679 Cologne, Germany on 18th -19th November 2015.

The objective of the workshop is to give to Authorities staff involved in EASA DOA and Industry representatives an update on EASA Design Organisation department working methods and related product certification issues, procedures and on-going rulemaking activities.

The format of this new workshop will allow the participants to have more time for discussions and questions & answers.

Welcome of participants will start at 09.00 AM on the first day; the second day the meeting will start at 08.30 AM and is scheduled to finish at 16.00 PM.

The first day will be more focused on DOA matters.
The second day will be more focused on Product certification matters.

In order to build a challenging agenda, we invite you to contribute to it by sending questions and /or topics of interest related to DOA to Ms. Olga VEISZ at the following email address: olga.veisz@easa.europa.eu

Deadline for submissions: 16.10.2015.

For additional information please contact also Ms. Olga VEISZ by email.

CALL FOR PAPERS

Authorities' staff involved in DO tasks and Industry representatives are invited to actively participate to the Part 21 DOA Implementation & product certification Workshop (Industry Session).

As the workshop will focus on several subjects of significance to be shared equally between Authorities, EASA, and Industry representatives working in a DO environment, Industry representatives are encouraged to bring their contribution and make presentations during the workshop on issues of interest for the DO community, including certification issues.

Please note that we have limited time slots. We will consequently unfortunately not be in a position to retain all contributions.

Deadline for Submissions: 01.10.2015

Contact: We invite you to send your presentations to Mrs. Olga VEISZ, DOA Team Leader at the

following email address: olga.veisz@easa.europa.eu

For any additional information or clarification you might need please contact also Mrs. Olga VEISZ by email.

NOVELTY – SIDE MEETING DAY

Prior the workshop plenary session a side meeting day will be organised on 17/11/2015.

This side meeting will take place at EASA premises and is free of charge for the participants.

During this day 7 specific thematic groups will be organised with the following purpose:

- to better focus on subjects of interest within a specific category of DOA's;
- to enhance the interaction and exchange of information among participants, and
- to take into consideration the feedback from last year session, mainly to allow/ encourage small DOA's also to present their views.

The 7 different thematic groups will be moderated by a DOA Team Leader.

The outcome of side meetings will be presented during the workshop plenary session.

The participants are invited to contribute to the organisation of these side meetings through:

- Proposing subjects of wide interest to our community for the thematic groups;
- Actively participating at these side meetings (with general papers, presentations of own experience in implementation of specific requirements, practical solutions to challenges encountered in day by day business etc.);

If you are interested please send your request to participate to the side meeting event and the proposed topic(s) to Ms. Olga VEISZ (olga.veisz@easa.europa.eu) not later than 01.10.2015.

Following the review of the received proposals, we shall publish information on the chosen thematic groups (subject, selected items and related agenda, maximum number of participants, invitation letter and registration etc.) by 19.10.2015

REGISTRATIONS

The registrations will be opened early September 2015.

- The National Aviation Authorities staff is invited to complete the registration form (available starting on 01/09/2015) on the EASA website (Events), and to submit it via e-mail, to christina.tolis@easa.europa.eu before Wednesday 04/11/2015.

Deadline for submissions: 04/11/2015.

- The Industry representatives are invited to complete the online registration (**for day 1 and/or day 2 or both days**) using the EASA tool Webshop (under our DOA event on the EASA website) before 04/11/2015.

IMPORTANT: if you wish to participate to both days you must register twice, for day 1 AND for day 2.

Deadline for submissions: 04/11/2015.

Using the online tool you will be able to register yourself. An administrative fee of €75,00 will be charged **per person and per day**. After the payment you will receive an email confirmation of participation for the first and/or the second day.

We remind you that only 2 representatives maximum per organisation can be registered to the workshop. Any additional representative(s) working for the same organisation and registered to this workshop will see his/her registration cancelled before the workshop.

Queries concerning your registration should be addressed to Ms. Christina Tolis at christina.tolis@easa.europa.eu

For additional information, please contact Ms. Olga VEISZ by email at olga.veisz@easa.europa.eu
I hope that you will find this event of interest and we look forward to welcoming you in Cologne.

Yours sincerely,

Dominique ROLAND
Head of Design Organisations Department