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Certificate Directorate

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Cologne, 18.09.2017

**Subject: Product Certification & Design Organisation Approval Workshop on
22nd - 23rd November 2017**

Dear Sir/ Madam,

We are pleased to invite you to attend a Product Certification and Design Organisation Approval (DOA) Workshop, to be held at the Hotel PULLMAN COLOGNE, Helenenstraße 14, D-50667 Cologne, Germany on 22nd - 23rd November 2017.

The objective of the workshop is to provide Industry representatives and Authority staff with an update on developments affecting EASA Product Certification and DOA working methods and rules.

Welcome of participants will start at 08.30 AM on the first day. A tentative version of the Agenda on the EASA Internet Website: <http://www.easa.europa.eu/newsroom-and-events/events/current-and-upcoming-events>

SIDE MEETING DAY

Prior to the workshop plenary session, a Side Meeting day will be organised on 21st November 2017. This Side Meeting event will take place at EASA premises and will be charged at a fee of €80,00 per person.

During this day 6 specific thematic groups will be organised with the following purpose:

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

The 6 different thematic groups will be moderated by a team of moderators; for additional information on the thematic groups and the moderators see:

<http://www.easa.europa.eu/newsroom-and-events/events/side-meeting-day-prior-product-certification-and-design-organisation-0>



The outcome of this Side Meeting 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 their 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 relevant group focal point starting on 18th September 2017 but not later than 13th October 2017. Please suggest topics of discussion by accessing an online form at this [link](#).

REGISTRATIONS

The registrations will be opened on 18th September 2017.

The Industry representatives and National Aviation Authorities staff are invited to complete the online registration using the EASA tool Webshop (stated under: Product Certification & Design Organisation Workshop – Plenary Session on the EASA website).

<http://www.easa.europa.eu/newsroom-and-events/events/product-certification-design-organisation-workshop-plenary-session>

Deadline for submissions: 18/10/2017.

Using the online tool, you will be able to register yourself. An administrative fee of €80,00 will be charged per person and per day (both for the main Workshop and for the Side Meeting day). After the payment you will receive an email confirmation of participation.

We remind you that only 2 representatives maximum per organisation can be registered to the workshop. In view of the high demand for this event, we will apply this rule strictly.

For queries concerning your registration please contact Ms. Andrea Kalski-Bollmann by email at andrea.kalski@easa.europa.eu

Any additional general information should be addressed to the following address:
certification-doa_workshop@easa.europa.eu

I hope that you will find this event of interest and we look forward to welcoming you in Cologne.

Yours sincerely,

Alain Leroy
Deputy Certification Director

