

FAQs:[General](#), [ETSO authorisations](#)**Question:****How do I apply for an ETSO authorization?****Answer:**

Applications can be of two types:

1. An application from an EU organization for the EASA approval of a new ETSOA. This requires that the applicant has at least applied for Alternative Procedures to Design Organisation Approvals (ADOA) and a Production Organisation Approval (POA). ETSO applications for APU require a DOA.
2. An application from a non-EU organization for the EASA validation of a non-EU part approval. The application must be made in accordance with any Working Arrangement or Bilateral Agreement. If these are missing the application will be considered as a new ETSOA and the organisational requirements mentioned in paragraph 1 will apply.

Applications for ETSOA are made via the EASA [Applicant Portal](#) by creating a new application and selecting ETSOA - Initial Approval. [Form 34](#) can be used in exceptional circumstances; its use should be limited only to cases when submittal of the application via the Applicant Portal is not possible.

Compliance with the applicable ETSO – standard(s) as well as Part 21 shall be stated in a DDP (Declaration of Design and Performance). Form 35 is no longer used.

All technical documents should be submitted for the ETSO applications received at EASA after 1 June 2019 only via the Sepiac tool. For the ETSO applications submitted to EASA before 1 June 2019 the technical documentation can be still sent via mail to the relevant PCM (if the size is less than 10 MB) or via the [EASA Filebox](#) to the responsible PCM with etsoa [at] easa.europa.eu (etsoa[at]easa[dot]europa[dot]eu) in copy in a zip format quoting the task number of the application. You might consider attaching the Certification Programme in one of the first packages of technical documentation you send to EASA.

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