

APPLICATION FORM

SAR-21 Singapore Technical Standard Order (STSO) Certificate of Approval

Notes to applicant

1. General

- 1.1. This form may take you about 30 minutes to fill in.
- 1.2. Please ensure form is correctly filled and the applicable fee is fully paid. Incomplete/incorrect form or/and inadequate payment will lead to delays in processing your application. In case of insufficient space, the applicant may attach additional loose sheets to this application form.
- 1.3. Submit the completed application form to CAAS Flight Standards Division via email at esoms@caas.gov.sg.
- 1.4. The applicant and other appropriate staff should subscribe to the CAAS Email Notification Service (ENS) for CAAS regulations and circulars updates.

2. Fees

- 2.1. The fees payable for this purpose are prescribed in Paragraph 1, AMC 21.455(a) of the Singapore Airworthiness Requirements Part 21 (SAR-21).
- 2.2. Please note that all applicable fees are in **Singapore dollar (SGD)**.

3. Payment

- 3.1. Cheque or money order shall be made payable to "Civil Aviation Authority of Singapore". All bank charges are to be borne by the payer.
- 3.2. Payment by bank draft or telegraphic/wire transfer should be made to our account as follows:
Bank Name: DBS Bank Ltd
Bank code: 7171
Branch code: 003
Account no: 0039186673
Account name: Civil Aviation Authority of Singapore
Swift code: DBSSSGSG
Address of Bank: 12 Marina Boulevard, DBS Asia Central, Marina Bay Financial Centre Tower 3, Singapore 018982
- 3.3. All bank charges and correspondent bank/agent fees, i.e., the remittance amount, your bank charges, as well as all the other banks' (Intermediary and Beneficiary banks, etc.) shall be borne by the applicant and the Beneficiary receives full payment.
- 3.4. Please arrange with your bank to debit your account for payment of all charges to prevent deduction of any bank charges from the remittance amount.
- 3.5. Please provide the necessary payment details, including your organisation name and purpose of payment (e.g., For STSO App <Article's description>.)

You do not need to submit this page with your application form.

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Part I – Particulars of Applicant	
Name of Applicant :	Designation :
Email :	Tel :
Part II – Particulars of Organisation	
Name of Organisation :	
Address :	
Mailing Address (if differ from above) :	
CAAS Design Organisation Approval No. (<i>if applicable</i>) : AWI/DOA/	
EASA Design Organisation Approval (DOA) reference or alternative procedures to DOA (ADOA). (<i>if applicable</i>) :	
Will you be engaging a CAAS POA : Yes / No If yes, please provide CAAS Production Organisation Approval No. :	
EU/ EASA Production Organisation Approval (POA) reference (<i>if applicable</i>) :	
Part III – Details of STSO Article	
Description :	
Model and Part Number(s) :	
Applicable Airworthiness Design Standards for Article (refer to SAR21.760) :	
Deviations from any Airworthiness Design Standards :	
Is this an amendment to an existing STSO approval number : Yes / No If yes, please kindly state the STSO approval number and approval issued date :	

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Part IV – Others (please fill in where applicable)
<p>For this STSO application, do you at the same time hold other Authorities' approval(s)? Yes / No</p>
<p>If yes, please check the relevant boxes of the type of approval received and submit a copy of this approval together with this application :</p> <p> <input type="checkbox"/> FAA TSO <input type="checkbox"/> ATSO Authorisation <input type="checkbox"/> EASA ETSOA <input type="checkbox"/> Others: Please describe in more details : </p>
<p>If no, please kindly indicate, along with this STSO application, will you be also :</p>
<p>(i) Applying for FAA Letter of TSO design approval (LoDA) : Yes / No</p> <p>For the application of <u>FAA LoDA</u>, it is necessary to provide the following information :</p> <ol style="list-style-type: none"> a. Letter addressed to FAA; b. A copy of all the technical data required by the TSO; c. All proposed deviations; d. State of Conformity; e. Evidence of import <p><i>FAA LoDA does not constitute an installation approval for the TSO appliance on an aircraft. The installer must obtain installation approval from their civil aviation authority for use on an aircraft registered under that authority.</i></p>
<p>(ii) Applying for an ATSO Authorisation : Yes / No</p> <p>For the application of <u>ATSO</u>, it is necessary to provide the following information :</p> <ol style="list-style-type: none"> a. A copy of all the technical data required by the ATSO/ TSO; b. Description of your quality system in detail specified in regulations 21.143 and 21.144 of the CASR and it's means to demonstrate this compliance; c. A series of minor change in accordance with 21.611 of the CASR, if it is anticipated <p>Is this an amendment to an existing ATSO Authorization : Yes / No</p> <p>If yes, please kindly fill in these details : <input type="checkbox"/> Major <input type="checkbox"/> Minor</p> <p><i>It is necessary to notify CAAS on any change to an ATSO Authorisation.</i></p>
<p>(iii) Applying for an EASA eTSOA : Yes / No</p> <p>For the application of <u>EASA ETSO</u>, it is necessary to provide the following information :</p> <ol style="list-style-type: none"> a. EASA Form FO-ETSOA.000034; b. EASA POA; c. Required technical data stated in the applicable airworthiness design standards and including a Declaration of Design Performance (DDP); d. Declaration of compliance to EASA ETSO standard and date of applicable ETSO; e. All deviations to ETSO Standards <p><i>EASA ETSO Authorisation does not infer an EASA installation approval. In addition, it is necessary to notify CAAS on any changes introduced to the issuance of an ETSO Authorisation.</i></p>

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Part V – Applicant Submission Checklist (Please check the applicable boxes)		
Supporting documents to be submitted together with this application form	Yes	*No
Payment advice/instructions for telegraphic/wire transfer attached OR cheque attached	<input type="checkbox"/>	<input type="checkbox"/>
Cover Letter	<input type="checkbox"/>	<input type="checkbox"/>
Certification Plan	<input type="checkbox"/>	<input type="checkbox"/>
<i>The items indicated below are necessary for applicants with an ETSO Authorization</i>	Yes	*No
EASA ETSOA	<input type="checkbox"/>	<input type="checkbox"/>
Required technical data as stated in applicable airworthiness design standards including Declaration of Design Performance (DDP), etc	<input type="checkbox"/>	<input type="checkbox"/>
EASA DOA or ADOA certificate	<input type="checkbox"/>	<input type="checkbox"/>
EU/EASA POA	<input type="checkbox"/>	<input type="checkbox"/>
EASA statement of the article meeting applicable STSO effective at the date of application to CAAS	<input type="checkbox"/>	<input type="checkbox"/>
For all items indicated with a “No”, please kindly state the reason(s) :		

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Part VI – Applicant Declaration

I hereby declare that the particulars given on this form are true in every respect and based on these particulars, I hereby apply for a STSO Certificate of Approval.

I require a FAA Letter of TSO Design Approval / CASA ATSO / EASA eTSO (delete where applicable) and enclose additional data as necessary.

I agree to pay all costs relating to the investigation of this application in accordance with paragraph 8 of the Air Navigation Order.

Signature of Applicant & Company Stamp

Date (Day / Month / Year)

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For Official Use		
Fee Payable :	Cheque No. :	Receipt No. :
Received by :		
_____ Authorised Collection Officer (Name Stamp & Signature)		_____ Date (Day / Month / Year)
CAAS Approval Reference :		
Remarks :		
The approval of this application is *recommended / not recommended.		
_____ Airworthiness Engineering Officer (Name Stamp & Signature)		_____ Date (Day / Month / Year)