

The information in this form and the information collected during the process is covered in applicable parts by the Publicity and Privacy Act (2009:400) ch. 19. § 1 and ch. 30 § 23

1. Applicant Address and Contact Details

Company Name and Address	
Company Name	Registration number
Address/Box	
Postcode	Town/City
Country	
Contact Person	
Responsible for this application	
Name	
Job title	
Telephone number	E-mail address

2. Principle place of business

May be left blank, if same as Applicant Address and Contact Details

Company name	
Address	
Postcode	Town/City
Country	

Additional Locations	☐ Yes	☐ No
Company Name		
Address/Location		
Town/City	Country	

3. Billing Data

May be left blank, if same as Applicant Address and Contact Details

Billing Address

The address stated here will be used for invoices from the Swedish Transport Agency invoices regarding fees and charges

Company Name		Registration Number
Address/Box		
Postcode	Town/City	
Country		
Contact person If the Swedish Transport Agency is notified that electronic invoices are preferred, electronic invoices will be issued to the email address indicated here		
Name		
Title		
Telephone number	Specific (personal) email address	
Shared mailbox or generic email address, ex. accounting@company.com		

4. Scope of the application

☐ Application for initial approval	☐ Application for change	Original certificate/approval number, if applicable	Issued by (competent authority)
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4.1. Identification of service provision

☐ Initial certification	☐ Re-certification or modification	Certificate/approval number
Reason for change		

4.2. ☐ Mandatory U-space services

Network identification service, Geo-awareness service, UAS flight authorization service and Traffic information service

4.3. Optional U-space services

Any application concerning optional services can only be issued to a certified U-space Services Provider or jointly with the mandatory U-space services	
☐ Conformance monitoring service	☐ Weather information service
☐ Other optional service(s), please specify here;	
Conditions/ limitations identified	

5. Common information services (CIS)

If chosen, the application concerns the provision of common information services on an exclusive basis in all U-space airspaces in Sweden in application of Article 5.6 of Regulation (EU) 2021/664.

☐ Common Information Services

Conditions/limitations identified

6. Provision of documentation with the application

For more information about the expected documentation, please refer to the completion instructions below as well as the AMC & GM to Commission Implementing Regulation (EU) 2021/664. The documentation will be initially used to assess the applicant's level of knowledge, readiness and preparedness, and to plan activities accordingly.

6.1. Description of the operational concept (ConOps)

2021/664 Art. 15 (1) (a)

File name/number	Please specify the provided documentation
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6.2. Implementation and application plan

2021/664 Art. 15 (1) (a)

File name/number	Please specify the provided documentation
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6.3. Compliance matrix

2021/664 Art. 15 (1) (a)

File name/number	Please specify the provided documentation
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6.4. Management system manual including the organisation's exposition

2021/664 Art. 15 (1) (e), 2017/373 OR.B.005

File name/number	Please specify the provided documentation
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6.5. Information security management manual

2021/664 Art. 15 (1) (f) & App III, 2017/373 OR.D.010

File name/number	Please specify the provided documentation
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6.6. Change management procedure

2021/664 Art. 15 (1) (e), 2017/373 OR.B.010

File name/number	Please specify the provided documentation
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6.7. Occurrences reporting procedure

2021/664 Art. 15 (1) (d), 2017/373 OR.A.065

File name/number	Please specify the provided documentation
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6.8. Business plan

2021/664 Art. 15 (1) (c) & (h)

File name/number	Please specify the provided documentation
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6.9. Contingency plan

2021/664 Art. 15 (1) (k)

File name/number	Please specify the provided documentation
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6.10. Emergency management plan (USSP only)

2021/664 Art. 15 (2)

File name/number	Please specify the provided documentation
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6.11. Record-keeping procedure

2021/664 Art. 15(1) (g)

File name/number	Please specify the provided documentation
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6.12. Technical description of the services to be provided (U-space services/CIS)

2021/664 Art. 15 (1) (a) & (b)

File name/number	Please specify the provided documentation
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6.13. Other: For example a copy of certificate of registration, certificates already issued or other documents that may be relevant to help and support the certification process

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7. Other

5.1. Number of staff	Number of employees working in connection with what is described under Mandatory U-space services/Common information services (CIS)
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Name and signature of the Chief Executive Officer or equivalent position within the organisation

Date	Printed name	Position
Signature		

8. Applicant's declaration and acceptance of the General Conditions and Terms of Payment

I certify that I am mandated to submit this application to the Swedish Transport Agency and that all information provided in this application form is correct and complete.

I have understood that I am submitting an application for which fees will be charged, after the application has been confirmed, in accordance with TSFS 2016:105 The Swedish Transport Agency's regulations on fees, available at the following link [Transportstyrelsens föreskrifter om avgifter \(in swedish\)](#).

Signature

Date	Name
Signature	

This application, together with all requested documentation according to section 6, must be sent to the Swedish Transport Agency via email to luffart@transportstyrelsen.se.

If parts of the documentation cannot be sent in via email, regular post can be used. Documents should be sent to the Swedish Transport Agency, SE-601 73 Norrköping. Questions about the application or requirements for documentation should be sent to asm@transportstyrelsen.se.

For assistance in completing the application form, please see below for further instructions and description of what is needed to complete the application for U-space service provider or common information service provider. Please enter information in a concise but clear manner.

Section	Instructions
1. Applicant Address and Contact Details	The name and address/legal seat of the company applying for a certificate.
1. Contact Person	The name and contact details specified in this section are those of the person responsible for the application. Primary contact with the company in matters relating to the application will be with this person.
2. Principal place of business	The head office or registered office of a U-space or common information service provider in the Member State within which the principal financial functions and operational control of the service provider are exercised. The name and address detailed specified in this section will be printed onto the certificate issued by the Swedish Transport Agency.
3. Billing Address	The company's name and address stated in this section will be printed on the invoice(s) that the Swedish Transport Agency issues in connection with the application and ongoing subsequent oversight.
4. Issued by (authority)	State the competent authority that issued the existing certificate.
4.3. Identified conditions/limitations	State the conditions/limitations identified by the organization in terms of scope of services, opening hours, organization structure etc. If no restrictions are identified, the field should be left blank.
6. Provision of documentation with the application	These documents must be cross-referenced in the compliance matrix mentioned under section 6.3.

6.1. Description of the operational concept (ConOps)	The description of the operational concept (ConOps) should include the information required to raise understanding of the applicant's operations, and their underlying principles, as regards the concerned service provision. The ConOps may include the following information: 1. description of the stakeholders and of the operational environment; 2. scope of the services, including the assumptions, policies, limitations and constraints affecting the services; 3. use-cases and overview of operational processes, to show: i. interactions between stakeholders, capabilities, data and other relevant resources; ii. initiation, interruption, and termination processes; iii. exception management. The description of interactions should depict as a minimum the method(s) and the targeted performances, in a quantitative or a qualitative form.
6.2. Implementation and application plan	The implementation and certification plans should present the key milestones and phases of the intended deployment of capabilities and services. The documentation should enable the Swedish Transport Agency to understand how the applicant plans to demonstrate that the statutory and/or technical requirements have been met.
6.3. Compliance matrix	The compliance matrix shall catalogue the applicable regulatory requirements and cross-reference the evidence of compliance. The applicant is responsible for producing its own compliance matrix. A template is, however, available on the Swedish Transport Agency's website.
6.4. Management system manual including the organisation's exposition	The organisation's exposition should include as a minimum the following information: 1. a statement signed by the accountable manager confirming that the exposition and any associated manuals which define the organisation's compliance with the requirements will be complied with at all times; 2. the duties and responsibilities of the manager(s) including matters on which they may deal directly with the competent authority on behalf of the organisation; an organisational chart showing lines of responsibility and accountability throughout the Organisation; 3. a general description of manpower resources; 4. a general description of the facilities of the Organisation; 5. a general description of the activities for which the Service Provider's certificate is requested; 6. the procedure for the notification of organisational changes to the competent authority; 7. a description of the management system and the procedures; 8. a list of organisations of partners, subcontractors or contracted organisations, if any.
7. Other - Number of staff	The information to be entered here must reflect the number of staff, or in case of an initial approval the intended number of staff, for the complete activities to be covered by the approval and therefore must include also any associated administrative staff. Staff not working full time should be counted, but may be entered as full-time equivalents.