



# Memo

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To: Recognised entities  
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## Information sheet on recognised entities

### General

The FOCA is the competent authority responsible for conducting examinations and issuing certificates in accordance with Article 18 letter c of Commission Implementing Regulation (EU) 2019/947. It may delegate this task to entities known as either qualified entities or recognised entities, depending on their competencies. This information sheet concerns recognised entities only.

Depending on the chosen procedure, some operators in the special category must complete both a theoretical examination and practical skill training to obtain the required proof of knowledge. The theoretical knowledge examination for obtaining certification for the standard scenario (STS) is offered by the FOCA. Regarding the practical skill training, the operator can in certain cases decide for itself whether to complete the practical skill training with a recognised entity or declare to the FOCA in accordance with Appendix 4 to the Annex of Commission Implementing Regulation (EU) 2020/639 that it intends to provide practical skill training of its pilots itself. However, the latter option is available only to companies that have several pilots.

To obtain the certificate for operations under the EU standard scenario (STS) or for the predefined risk assessments (PDRA-S01 and PDRA-S02), both a certificate of remote pilot theoretical knowledge [(cf. 2019/947 UAS.STS-01.020(1)(e)(i) of Commission Implementing Regulation (EU) 2019/947] as well as an accreditation of completion of the practical skill training [in accordance with 2019/947 UAS.STS-01.020(1)(e)(ii)] must be presented.

Certificates obtained in Switzerland are recognised within the EU and vice versa. Operators resident in Switzerland are therefore entitled to complete the certificates for A1/A3 and A2 as well as STS in an EU member state.

The work of the recognised entities is subject to oversight by the FOCA.

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## Tasks of recognised entities

Recognised entities are authorised to offer practical skill training for certification of the standard scenario (STS) and predefined risk assessments (PDRA). It is up to the recognised entity to decide whether this includes theoretical aspects.

Recognised entities are not authorised to issue certificates or proof of competency; only the FOCA can do this. The recognized entity must send FOCA per E-Mail ([rpas@bazl.admin.ch](mailto:rpas@bazl.admin.ch)) a list with all the pilots who have completed the practical training with success. The list must include the name, address and UAS operator number.

Recognised entities are obliged to check that an applicant fulfils the requirements for admission to practical skill training. Passing the A1/A3 exam is a prerequisite for admission to STS certification. In Switzerland, the A1/A3 training and examination are offered online by the FOCA.

## Procedure

The complete application (including all necessary documents) for recognition as a recognised entity must be submitted to the FOCA by email to [rpas@bazl.admin.ch](mailto:rpas@bazl.admin.ch).