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منظمة الطيران  
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国际民用  
航空组织

Eastern and Southern African Regional Office/Bureau régional Afrique orientale et australe

Ref.: ES AN 10/2 - 0067

3 February 2015

**Subject: Regional Seminar for Airworthiness Inspectors  
(Gaborone, Botswana, 9 - 20 March 2015)**

**Action Required: Reply at your earliest convenience, preferably not later than  
27 February 2015**

Sir/Madam,

I have the honour to inform you that the International Civil Aviation Organization (ICAO) is organizing a Regional Seminar for Airworthiness Inspectors from Civil Aviation Authorities (CAAs) for the Eastern and Southern African (ESAF) Region, which will be convened in Gaborone, Botswana from 9 to 20 March 2015 within the context of the Airbus Safety support programme for CAAs.

The objective of this seminar is to provide a common framework and methodology for Airworthiness Inspectors of different States in the AFI Region and establish a forum for sharing experiences with a view to determining possible further similar initiatives.

The seminar will also help to reinforce effectiveness and robustness of Civil Aviation oversight activities in line with some of the key aviation safety targets adopted by African Ministers of transport in July 2012.

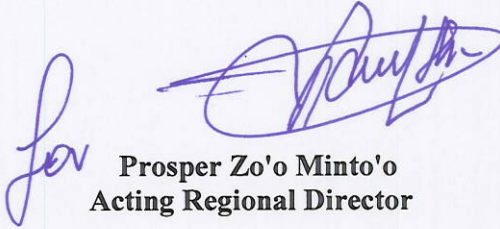
The specific aim is on one hand, to share with participating CAAs best practices and methods on the training and evaluation of Airworthiness Inspectors and on the other hand, to provide guidance on how Airworthiness Inspectors should fulfil their duties and responsibilities.

Please note that the Seminar will be conducted by Bureau Veritas in collaboration with the European Aviation Safety Agency (EASA). It will be delivered in the English Language and the material will only be available in English as well. However French Speaking facilitators will assist participants throughout the duration of the activity. Participants are encouraged to bring along their laptop computers as the seminar materials will be provided in electronic format only.

The number of participants per State is limited to one. Considering the need to make the necessary administrative arrangements for holding this seminar, we would greatly appreciate if you could inform this Office of the name of your nominee including his/her title/designation to be submitted to ICAO ESAF Regional Office at: [icaoesaf@icao.int](mailto:icaoesaf@icao.int) as soon as possible, but not later than **27 February 2015**.

Please note that the Agenda and Information Bulletin will be forwarded to you as soon as they are finalized. In addition to returning a duly completed registration form (**attached**), all the duly nominated State officials are required to register online at <http://www.icao.int/ESAF/reg/Pages/default.aspx>

Accept, Sir/Madam, the assurances of our highest consideration.



**Prosper Zo'o Minto'o**  
**Acting Regional Director**

**Attachment:** Registration Form