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Международная  
организация  
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авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

File Ref.: AS 7-14/283

26 October 2014

**Subject: ICAO Regional Aviation Security Audit Seminar  
(Cairo, Egypt, 26 - 28 January 2015)**

**Action required: Reply not later than 11 December 2014**

Sir,

I have the honour to invite your Administration to participate in an ICAO Regional Aviation Security Audit Seminar introducing the new ICAO Universal Security Audit Programme Continuous Monitoring Approach (USAP-CMA) to be held at the the ICAO MID Regional Office, Cairo, Egypt, 26 - 28 January 2015.

The objective of the Seminar is to familiarize the participants with the ICAO USAP-CMA and with the tools and methodology used for the preparation, conduct and reporting of security audits and other monitoring activities under the new approach, which will commence full implementation in 2015. This Seminar will allow the participants to assist their States throughout the various phases of the USAP-CMA process. The Seminar will also provide them with an opportunity to share audit experiences with their colleagues from other States. Therefore, the target audience for the Seminar includes persons nominated or likely to be nominated as the National USAP-CMA Coordinator by their States and/or those responsible for the oversight of the preparation for USAP-CMA audits.

The Seminar will be conducted in English only. The Provisional Agenda for the Seminar is at **Attachment A**. The venue, a detailed schedule and information bulletin containing general information will be forwarded to registered participants in due course.

Please submit the name and details of nominated participants using the attached Registration Form (**Attachment B**) directly to ICAO MID Regional Office at the following e-mail address ([icaomid@icao.int](mailto:icaomid@icao.int)) not later than **11 December 2014**, in order that arrangements can be finalized in time. A copy should be sent to the Aviation Security Audit (ASA) Section at ICAO Headquarters at [asa@icao.int](mailto:asa@icao.int). Please note that travel, medical coverage, accommodation and daily expenses are to be covered by the nominating State or organization.

Accept, Sir, the assurance of my highest consideration.

Mohamed R.M. Khonji  
ICAO Regional Director, Cairo

**Enclosures:**

- Provisional Agenda
- Registration Form

cc: Chief, Aviation Security Audit Section, ICAO HQ  
([asa@icao.int](mailto:asa@icao.int))

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**ICAO REGIONAL  
AVIATION SECURITY AUDIT SEMINAR**

**Cairo, Egypt, 26 - 28 January 2015**

**PROVISIONAL AGENDA**

Module 1 – Introduction and Seminar Overview

Module 2 – Overview of the Universal Security Audit Programme (USAP)

Module 3 – USAP Continuous Monitoring Approach (USAP-CMA)

Module 4 – Critical Elements (CEs) of a State's Aviation Security Oversight System

Module 5 – Introduction to the USAP-CMA Protocol Questions

Module 6 – USAP-CMA Activity Process – Preparation

Module 7 – USAP-CMA Activity Process – Conduct

Module 8 – USAP-CMA Activity Process – Reporting

Module 9 – Final Review

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## REGIONAL AVIATION SECURITY AUDIT SEMINAR

(Cairo, Egypt, 26 to 28 January 2015)

## REGISTRATION FORM

Participant information (Please complete the information clearly in BLOCK letters)									
Last (family) name				First name and initials					
Name of the authority, organization or company									
Current position				Experience in the aviation industry (Position and duration)					
Working language(s) and level	Speak			Read			Write		
1. English	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well
2.	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well
3.	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well
Contact information (Work)									
Street and number						Postal Code			
City		State or Province				Country			
Telephone (Country code - City code - Number(s))					Facsimile				
E-mail					Personal e-mail				

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