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Международная
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منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref. FS 6/4-19/388

18 December 2019

**Subject: Universal Safety Oversight Audit Programme (USOAP)
Continuous Monitoring Approach (CMA) Workshop
(Cairo, Egypt, 10 – 12 February 2020)**

Action Required: Reply not later than 16 January 2020

Sir,

I have the honour to inform you that the Regional Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA) Workshop will be held at the ICAO MID Office, Cairo, Egypt, **10 - 12 February 2020**. Your Administration/Organization is kindly invited to participate in the Workshop.

The objectives of this Workshop are to provide updated information on the USOAP CMA and the CMA Online Framework (OLF). It is also a means to facilitate States to better prepare for USOAP CMA audits, ICVMs and other activities by understanding Corrective Action Plans (CAPs) development and update procedures and other modules of the OLF, including Protocol Questions (PQs) self-assessment, Compliance Checklist/Electronic Filing of Differences (CC/EFOD) and E-Supplements.

The Workshop is intended primarily for State National Continuous Monitoring Coordinators (NCCMs) and any other State officials assigned to work on the OLF as it focuses on practical exercises on the latest CMA tools and methodologies.

The Work Programme of the Workshop is at **Attachment A**. Administrative arrangements and other useful information for participants, including the MID Office Bulletin and the Hotel List are available on the ICAO MID Office website at:
<https://www.icao.int/MID/Pages/MID-Office-Bulletin.aspx>.

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I would appreciate if you could, as soon as possible, preferably not later than **16 January 2020**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment B** to the ICAO MID Regional Office at the following email address (icaomid@icao.int).

Accept, Sir, the assurances of my highest consideration.



Mohamed Khalifa Rahma
Middle East Regional Director

Attachments

**REGIONAL UNIVERSAL SAFETY OVERSIGHT AUDIT PROGRAMME (USOAP)
CONTINUOUS MONITORING APPROACH (CMA) WORKSHOP**

Cairo, Egypt, 10 – 12 February 2020

SCHEDULE

Time	Monday, 10 February	Tuesday, 11 February	Wednesday, 12 February
08:30 – 09:00	Opening session	CMA Online Framework (OLF) and Electronic Filing of Differences (EFOD) Module 3	Demonstration and Group Exercises (Develop and manage CAPs)
09:00 – 10:30	Module 1 Introduction	PQ Self-Assessment and Submit/Update Corrective Action Plans (CAPs) Module 4	Demonstration (Manage CC/EFOD)
	Module 2 Overview and updates of the USOAP CMA		
10:30 - 11:00	Refreshment Break		
11:00 – 12:45	Module 2 Overview and updates of the USOAP CMA (cont'd)	Demonstration (Access Control/State Dashboard)	Demonstration (Manage CC/EFOD)
		Demonstration (Self-Assessment Module)	Demonstration (Manage CC/EFOD)
		Demonstration (Self-Assessment Module)	Demonstration (E-Supplements)
12:45 – 13:15	Refreshment Break		
13:15– 15:30	Module 2 (cont'd)	Demonstration and Group Exercises (Develop and manage CAPs)	Workshop debrief / Closing Session