



International
Civil Aviation
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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Bureau Afrique Occidentale et Centrale / Western and Central African Office

Ref: SR 3/82 - 0603

21 August 2013

Subject: Fifth Meeting of Directors General of Civil Aviation (DGCA/5) of ESAF and WACAF States (Dakar, Senegal, 4 November 2013)

Action Required: To reply in line with Paragraphs 5 and 6, not later than 1 October 2013

Sir/Madam,

I have the honour to inform you that the Fifth Meeting of Directors General of Civil Aviation (DGCA/5) of the States of Eastern & Southern Africa (ESAF) and Western & Central Africa (WACAF) will be held in Dakar, Senegal, on 4 November 2013. This meeting will be preceded by the 19th meeting of the AFI Planning and Implementation Regional Group (APIRG/19) and the 2nd meeting of the AFI Regional Aviation Safety Group (RASG-AFI/2), at the same venue, from 28 to 31 October and 1 to 2 November 2013, respectively.

The Provisional Agenda and Explanatory Notes for the meeting are at **Attachment A** to this letter. The meeting will be conducted in English and French, and documentation prepared by the Secretariat will be issued in both languages.

The focus of the meeting will be on policy matters and implementation regarding Aviation Safety, Efficiency, Security and Air Transport issues. In addition, the outcomes of the APIRG/19 and RASG-AFI/2 meetings form important elements of the DGCA/5 Agenda.

Your Administration is hereby invited to participate in the said meeting; and in this regard, it is highly recommended that Directors General attend in person to be accompanied by appropriate Technical Experts from their Organizations in order to derive optimum advantage and benefits from the meeting. The General Information Bulletin including the list of hotels in Dakar and registration form is provided as **Attachment B** to this letter.

Those intending to present papers should ensure that the Papers reach the Secretariat by e-mail at icaowacaf@icao.int not later than **1 October 2013** to ensure that they are translated. As a matter of procedure, papers received after this date will be distributed in the language in which they are received. The meeting will be conducted with minimal paper, and therefore, participants are encouraged to download the working papers from our website and to also bring along laptops.

.../...

Kindly advise this Office of your participation at this important meeting at your earliest convenience but in any case not later than **1 October 2013** by providing the names and functions of all participants from your State and completing and returning the attached Registration Form.

Please accept, Sir/Madam, the assurances of my highest consideration.

A handwritten signature in black ink, appearing to read 'M Sait Jallow', with a long, sweeping flourish extending to the right.

Mam Sait Jallow
ICAO Regional Director

Attachments : A. Provisional Agenda & Explanatory Notes
 B. General Information Bulletin, list of hotels and Registration Form