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19 October 2012

**Subject:** ICAO Language Proficiency Requirements (LPRs)  
Technical Seminar, Montréal, 25 to 27 March 2013

**Action required:** a) note the preliminary agenda and  
complete online registration no later than 28 February 2013;  
b) disseminate this letter as requested in the last paragraph

Sir/Madam,

ICAO introduced the language proficiency requirements (LPRs) in direct response to an accident that cost the lives of 349 persons, as well as previous fatal accidents where the lack of proficiency in English was a causal factor. The LPRs of Annex 1 — *Personnel Licensing* became applicable on 5 March 2008. We recognize that implementation of the LPRs is challenging and several States continue to indicate that they are not compliant with the language provisions. As ICAO will report the status of implementation of the language provisions to the Council and the next session of the Assembly, States are strongly encouraged to complete and update their implementation plans for the LPRs for 2012 and 2013.

To assist States in implementing the language provisions, ICAO is convening a Language Proficiency Requirements (LPRs) Technical Seminar from 25 to 27 March 2013 in Montréal. The preliminary agenda is presented in Attachment A. At the technical seminar, participants will have the opportunity to learn about web-based tools that ICAO has introduced to help all stakeholders implement best practices in aviation language training and testing. The web-based tools are outlined in Attachment B.

As this seminar will address subjects of interest to aviation language experts involved in licensing, testing and training, I should be grateful if you would disseminate this information to any organizations or persons in your State that may be interested in participating. Also, you may wish to note that the seminar will be conducted in English only. Additional information and online registration for the LPRs Technical Seminar will be available on the website at [www.icao.int/LPR13](http://www.icao.int/LPR13) in November. Your online registration is requested to be completed no later than 28 February 2013.

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

Raymond Benjamin  
Secretary General

**Enclosures:**

- A — Preliminary agenda
- B — Web-based tools

**ICAO LANGUAGE PROFICIENCY REQUIREMENTS (LPRS) TECHNICAL SEMINAR  
MONTREAL, 25 TO 27 MARCH 2013  
PRELIMINARY AGENDA**

**Theme** — ICAO Language Proficiency Requirements (LPRs) Implementation Tools

**Objective for States** – learn about the rated speech sample training aid and the test endorsement service and determine how they can make use of these tools for the licensing of personnel

**Objective for Aviation Language Training Centres** – clarify ICAO language provisions and exchange best practices in training, including the use of the rated speech sample training aid

**Objective for Aviation Language Test Providers** – learn about the ICAO test endorsement service and determine whether their tests meet the ICAO criteria

**Objective for Airlines and Air Navigation Service Providers** – identify current tools, trends and status of ICAO LPRs implementation globally, in order to expedite compliance of their personnel with the LPRs

**DAY 1**

**Topic — Information on ICAO LPRs and LPRs Implementation Activities**

0900 – 0920	Opening of the meeting
0920 – 0940	Overview of ICAO
0940 – 0950	Questions/answers
0950 – 1010	Background of ICAO LPRs and status of implementation
1010 – 1020	Questions/answers
1020 – 1050	Coffee break
1050 – 1200	States' challenges in implementing the LPRs
1200 – 1400	Lunch break
1400 – 1520	States' challenges in implementing the LPRs (cont.)
1520 – 1550	Coffee break
1550 – 1700	Panel discussions

**DAY 2**

**Topic — Test Endorsement Workshop**

0900 – 0920	Why do we need test endorsement?
0920 – 0930	Questions/answers
0930 – 0950	<i>Manual on the Implementation of ICAO Language Proficiency Requirements (Doc 9835):</i> the reference for test assessment
0950 – 1000	Questions/answers
1000 – 1020	ICAO Aviation English Language Testing Endorsement (AELTE) Service and findings to date
1020 – 1050	Coffee break
1050 – 1200	Workshop on pre-assessment questionnaire for test endorsement
1200 – 1400	Lunch break
1400 – 1520	Workshop on pre-assessment questionnaire for test endorsement (cont.)
1520 – 1550	Coffee break
1550 – 1700	Lessons learned and workshop conclusions

**DAY 3**

**Topic — Rated Speech Sample Workshop**

0900 – 0920	An essential tool: the rated speech sample training aid
0920 – 1020	Rated speech sample workshop
1020 – 1050	Coffee break
1050 – 1120	Rated speech sample workshop conclusions
1120 – 1200	Technical Meeting Conclusions

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**ICAO LANGUAGE PROFICIENCY REQUIREMENTS (LPRS) TECHNICAL SEMINAR  
WEB-BASED TOOLS**

To assist States with the implementation of the language proficiency provisions, ICAO has introduced the following three web-based tools:

- a) an interactive map to view the progress of States' implementation of language proficiency requirements at <http://legacy.icao.int/fsix/lp.cfm>;
- b) a web-based rated speech sample tool, free-of-charge and regularly updated, developed by the International Civil Aviation English Association (ICAEA) at <http://legacy.icao.int/fsix/lp.cfm>; and
- c) the ICAO Aviation English Language Test Endorsement (AELTE) Service at <http://www.icao-aelte.org/>.

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