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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

T1-32 - 0038

29 January 2024

**Subject: PANS-OPS Flight Procedure Design Initial Course Nairobi, Kenya, 18 March – 12 April 2024.**

**Action Required: Confirm participation not later than 26 February 2024.**

Sir/Madam,

I have the honour to invite your Administration to the **PANS-OPS Flight Procedure Design Initial Course** organized by the African Flight Procedure Programme (AFPP) at the East African School of Aviation (EASA) in Nairobi, Kenya, from 18 March to 12 April 2024.

The aim of this course is to assist States in the implementation of ICAO Assembly Resolutions A37-11 (Performance-based navigation global goals) and A38-7 (Comprehensive Regional Implementation Plan for Aviation Safety in Africa), by developing and enhancing their instrument flight procedure design or oversight capability.

The course is intended to air navigation experts (Air Traffic Controllers, Aeronautical Information Service experts, Air Navigation Engineers, etc.), and pilots employed by a regulatory authority, or experts in charge of the PANS-OPS oversight as per the provisions of the ICAO Docs. 8168 and 9906.

The course is the first step of a thorough training to design any IFR trajectory or improvement of current practice. Regulations, and practical materials to perform the design and the computation of standard arrival or departure procedures, and non-precision approaches using the conventional nav aids will be discussed.

Kindly note that the full training curriculum also includes the completion of the On the-Job-Training (OJT) which is organized on request.

The participation is free of charge for the active members of the African Flight Procedure Programme (AFPP) in good standing with their annual contributions to the Programme. All other applications will be considered, if possible, at cost of 4,000 USD fee per participant. Your Administration/Organization is expected to fund the travel, accommodation and living expenses for the selected candidates.

The course will be conducted in English and the documentation, which will be issued in this language, will be posted as soon as available at [www.icao.int/wacaf](http://www.icao.int/wacaf), [www.icao.int/esaf](http://www.icao.int/esaf) and [www.icao.int/wacaf/african-fpp](http://www.icao.int/wacaf/african-fpp).

Please note that the use of hard copy documentation at the course will be kept to a minimum. Participants are encouraged to bring along suitable computer equipment and accessories such as laptops, scientific calculators, and USB keys to the course to enable them to participate effectively.

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Enrolment to the course will be limited to 14 participants. You are therefore invited to nominate candidates at your earliest convenience preferably **not later than 26 February 2024**, indicating their order of priority if more than one candidate is nominated. Relevant resume of each candidate should be included as part of the registration to assist in the candidate selection process.

Please complete and return the registration form (**Attachment B**) to [icaowacaf@icao.int](mailto:icaowacaf@icao.int) and [icaoesaf@icao.int](mailto:icaoesaf@icao.int) with copy to [rcisse@icao.int](mailto:rcisse@icao.int) and [adamiba@icao.int](mailto:adamiba@icao.int). The information bulletin with a list of suggested hotels in Nairobi is attached to the letter.

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



Prosper Zo'o Minto'o  
Regional Director

- Attachment A** : Draft Agenda
- Attachment B** : Registration Form
- Attachment C** : Information Bulletin
- Attachment D** : List of Hotels