



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

T12/20.1- 1090

27 December 2016

**Subject: Invitation to nominate personnel for participation in the Integrated Safety Trend Analysis and Reporting System (iSTARS) Workshop (Dakar, Senegal, from 6 to 9 February, 2017)**

**Action required: Register participants by 31 January 2017**

Dear Sir/Madam,

I have the honour to invite your State/Administration to nominate personnel for participation in the Integrated Safety Trend Analysis and Reporting System (iSTARS) Workshop being held at the ICAO Regional Office in Dakar, Senegal, from 6 to 9 February 2017.

This workshop would be beneficial for safety managers, safety specialists and staff of State regulatory bodies/CAAs who are involved in planning, developing and implementing State Safety Programmes (SSP) and for staff of aviation products and services providers involved in planning, developing and implementing Safety Management Systems (SMS). The Workshop will be conducted in the English language only and has the following key objectives:

- a) Provide SSP regulators and administrators and safety management practitioners with basic knowledge and skills related to:
  - i. Collecting, managing and analyzing safety data;
  - ii. Developing safety performance indicators;
  - iii. Conducting SSP gap analysis; and
  - iv. Using iSTARS apps and tools
- b) Advanced use of iSTARS collection of safety and efficiency datasets and web applications.
- c) Provide participants with practical experience on a variety of analysis tools to help them mitigate risk, improve safety and efficiency, conduct risk analyses, and make decisions appropriate to their unique situations.

.../...

- d) Create the opportunity for participants to generate their own action plans based on statistics, graphs, maps, dashboards and make presentations to the workshop.
- e) Build competence through hands-on exercises pertaining to capture and storage of safety data and related SSP and SMS Gap Analyses as well as manipulating real data, integrating multiple datasets, building statistics and creating graphs and maps.

I would appreciate it if you could provide details of your nominee(s), including their titles/designations, by e-mail to [icaowacaf@icao.int](mailto:icaowacaf@icao.int) with a copy to Mr. Ousman K. Manjang at [omanjang@icao.int](mailto:omanjang@icao.int) as soon as possible but not later than 31 January 2017. Participants need to bring their own laptop computers for the workshop.

Attached hereto are, the Draft Agenda (Attachment A), the Information Bulletin (Attachment B) and the Registration Form (Attachment C) for the attention of nominated of participants.

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



Mam Sait Jallow  
Regional Director

**Enclosures:**

- Attachment A - Draft Agenda;
- Attachment B - Information Bulletin;
- Attachment C - Registration Form.