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国际民用  
航空组织

Bureau Afrique Occidentale et Centrale / Western and Central African Office

T 4/25 – 0354

10 September 2020

**Subject: Virtual Regional Seminar on the implementation of the Global Reporting Format for runway surface condition, 15 – 17 September 2020.**

**Action required: Register for participation**

Sir/Madam,

I have the honour to inform you that, in the light of regional activities, the ICAO Western and Central African (WACAF) Office is organizing in collaboration with the West African Economic and Monetary Union (WAEMU) Commission, a Regional Seminar on the **implementation of the Global Reporting Format for runway surface condition**, to be held virtually from 15 to 17 September 2020.

This Seminar aims at preparing States and the industry in advance of the November 2021 applicability date of the ICAO methodology for assessing and reporting runway surface conditions. The new methodology, commonly known as the Global Reporting Format (GRF), ensures a harmonized assessment and reporting of runway surface conditions and a correspondingly improved flight crew assessment of take-off and landing performance.

The seminar will be conducted in French. The draft work programme is in the attachment and the documentation will be made available prior to the Seminar at <https://www.icao.int/WACAF/Pages/GRF2019.aspx>.

You are kindly requested to disseminate this invitation letter to all appropriate entities of your State, including, but not limited to, civil aviation authorities, aerodrome operators, aircraft operators, air navigation service providers, aeronautical information service providers and aerospace industry.

Participants are cordially invited to register online using the following link: <https://icao.zoom.us/meeting/register/tJUoc-uqqDksGtS2H9abku4jxw9U8mcMAB5b>

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

Prosper Zo'o Minto'o

Regional Director

**Attachment:** Draft Work Programme