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18 December 2024

To: Directors General of Civil Aviation and National Coordinators of COSCAP-SEA Member States, CTA, COSCAP-SA, COSCAP-NA.

Subject: Invitation to COSCAP- SEA & EU-ASEAN SCOPE APP (EASA) Certification and Oversight of Approved Training Organizations, 18 – 20 February 2025, Bangkok, Thailand.

Dear Sir/Madam,

I am delighted to extend an invitation to your Administration to participate in the COSCAP-SEA & EU-ASEAN SCOPE APP (EASA) Certification and Oversight of Approved Training Organizations, which will be held from 18 to 20 February 2025, Bangkok, Thailand.

This workshop provides a valuable platform to enhance Operations Inspectors' understanding of the Approved Training Organization (ATO) certification process, including the evaluation of Quality System Manuals, Training Curricula, the issuance of ATO Certificates and subsequent oversight. The workshop is designed to navigate the five-phase certification process ensuring a comprehensive understanding and application through lectures and performance-based activities.

The Training Programme can accommodate a maximum of 35 participants, each SEA Member State may nominate two participants. We are pleased to offer 6 seats to COSCAP-SA and 4 seats to COSCAP-NA. To facilitate logistical and on-site administrative arrangements at ICAO Asia and Pacific Regional Office in Bangkok, we kindly request that you confirm your attendance at your earliest opportunity.

Enclosed with this letter are Attachment A (Syllabus), Attachment B (Registration Form) and Attachment C (Bulletin) for your review, while a final Programme will be provided at later stages inclusively.

We extend our sincere gratitude to the EU-ASEAN SCOPE APP (EASA) for their generous support and collaboration in making this workshop possible.

We greatly value your Administration's participation and are confident this workshop will be a significant step toward enhancing regional aviation safety. Should you require further details or assistance, please do not hesitate to reach out.

Yours sincerely,



Sudhir Singh,
Chief Technical Advisor
Programme Coordinator,
ICAO COSCAP-SEA

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