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4 February 2025

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

Subject: Invitation to COSCAP- SEA & EASA (SCOPE APP) workshop on Mandatory and Voluntary Occurrence Reporting for Civil Aviation Authorities including ECCAIRS 2 and Data for Safety (D4S), 12 - 13 March 2025, Bangkok, Thailand.

Dear Sir/Madame,

I am delighted to extend an invitation to your Administration to participate in the COSCAP-SEA & EASA (SCOPE APP) workshop on Mandatory and Voluntary Occurrence Reporting for Civil Aviation Authorities ECCAIRS 2 and Data for Safety (D4S) which will be held from 12 to 13 March 2025, Bangkok, Thailand.

This expert-led workshop, featuring case studies and interactive sessions, will provide participants with vital knowledge and practical skills to improve aviation safety through effective occurrence reporting. By distinguishing between mandatory and voluntary reporting, attendees will learn how to cultivate a 'just culture' that promotes transparent and fearless reporting. The hands-on sessions with ECCAIRS2 and Data4Safety (D4S) will offer valuable experience in standardized data collection, analysis, and predictive risk assessment.

The workshop can accommodate a maximum of 35 participants, each COSCAP-SEA Member State may nominate two participants. We are pleased to offer 6 seats to all COSCAP-SA and 4 seats to all COSCAP-NA Member States. 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 (Agenda), Attachment C (Registration Form) and Attachment D (Bulletin) for your review and further action.

We extend our sincere gratitude to the EASA (SCOPE APP) 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,
CTA/PC ICAO COSCAP-SEA

cc: COSCAP SEA Steering Committee Chairman (director.general@caap.gov.ph)
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