



International Civil Aviation Organization

NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE

Twenty-Ninth Eastern Caribbean Working Group Meeting (29 E/CAR WG)

Saint Vincent and the Grenadines, 9 to 13 May 2005

Agenda Item 4

Aviation Security Activities and Developments

ICAO AVIATION SECURITY DEVELOPMENTS

(Presented by the Secretariat)

SUMMARY

This paper provides the Meeting with an overview of recent ICAO developments in aviation security (AVSEC).

1. Introduction

1.1 This paper presents to the Meeting ICAO's recent AVSEC global and regional activities and developments.

2. Global Developments

2.1 ICAO Publications

2.1.1 The 7th Edition of Annex 17 Security – Safeguarding International Civil Aviation Against Acts of Unlawful Interference was published by ICAO in April 2002 and became applicable on 1 July 2002.

2.1.2 Amendment 27 to the 8th Edition of Annex 6 Operation of Aircraft - Part 1 International Commercial Air Transport – Aeroplanes became applicable on 25 November 2002.

2.1.3 State Letter AN 12/40-03/14 dated 28 March 2003 summarised the security-related provisions in Annexes other than Annex 17.

2.1.4 The 6th Edition of Doc. 8973 (Restricted) Security Manual for Safeguarding Civil Aviation Against Acts of Unlawful Interference was published by ICAO in 2002. State Letter AS 8/7.1-03/97 dated 28 November 2003 issued Amendment No. 1 to Doc. 8973.

2.1.5 The 5th Edition of Part 1 and 2nd Edition of Part 3 of Doc. 9303 Machine Readable Travel Documents Manual were published by ICAO in 2002 and 2003, respectively. In this regard, State Letter EC 6/8-03/61 dated 27 June 2003 informed of the ICAO endorsement of a global harmonized “blueprint” for the integration of biometric identification information into passports and other machine readable travel documents.

2.1.6 The Provisional Edition of Doc. 9807 (Restricted) Security Audit Reference Manual was published by ICAO in 2002. The first edition is expected to be finalised and published in 2004.

2.1.7 The 1st Edition of Doc. 9808 Human Factors in Civil Aviation Security Operations Manual was published by ICAO in 2002.

2.1.8 The 1st Edition of Doc. 9811 (Restricted) Manual on the Implementation of the Security Provisions of Annex 6 was published by ICAO in 2002.

2.1.9 The Circular 288 – Guidance Material on the Legal Aspects of Unruly/Disruptive Passengers was published by ICAO in June 2002.

2.2 *ICAO AVSEC Training Packages*

2.2.1 The following ICAO Aviation Security Training Packages (ASTPs) were updated by ICAO in 2003 and 2004:

- ASTP123/Basic (English, French, Spanish, Russian)
- ASTP/Airline (English)
- ASTP/Cargo (English, French, Spanish, Russian)
- ASTP/Crisis Management (English, French, Spanish, Russian)
- ASTP/Exercise (English, French, Spanish)
- ASTP/Instructors (English, French, Spanish, Russian)
- ASTP/Management (English, Spanish)
- ASTP/Supervisors (English, Spanish)
- ASTP/Hostage Negotiation (English, French, Spanish)

2.2.2 In 2005, the following new training packages will also be available:

- ASTP/Airport Design (English, French, Spanish)
- ASTP/Quality Control (English, French, Spanish)
- ASTP/National Auditors-Inspectors (English, French, Spanish)
- ASTP/Certification of AVSEC Instructors (English, French, Spanish)
- ASTP/Certification of AVSEC Staff (English)

2.3 *ICAO AVSEC Mechanism*

2.3.1 The AVSEC Mechanism is available to assist States in the strengthening of implementation and cooperation in the field of aviation security, particularly in the remedial phase following USAP missions. Very few States in the CAR/SAM Regions have taken advantage of this offer.

2.4 *ICAO Universal Security Audit Programme (USAP)*

2.4.1 The ICAO USAP AVSEC Audits in States commenced in November 2002 and are currently being conducted on the basis of the audit schedule sent to States through State Letter AS 8/16.24-04/79 dated 30 July 2004. As of 21 January 2005, 64 audit missions have been conducted, 44 of which took place in 2004. An audit activity report detailing the audits conducted is set forth in **Appendix A** to this paper. Caribbean States who have already been audited are Cuba, Jamaica and Trinidad and Tobago, the latter being the only E/CAR State who has been audited so far.

2.4.2 The audit schedule relating to missions to be conducted in 2005 is attached to this paper as **Appendix B**. Actual mission dates will be coordinated directly with the State concerned. Four to six months prior to the date of the audit, Contracting States scheduled for an audit mission will be sent a customized Memorandum of Understanding (MoU) for confirmation of agreement on its terms, based upon the model bilateral MoU endorsed by the Council of ICAO and attached to this paper as **Appendix C**. At the same time, States will be requested to complete and submit a pre-audit questionnaire to assist in the planning of the audits. Eastern Caribbean States who will be audited in the Fourth Quarter of 2005 are Antigua and Barbuda and Saint Kitts and Nevis.

2.4.3 A secure USAP website has been created to complement the information on the audit programme already posted on the ICAO public website. This site provides appropriate authorities of ICAO Contracting States with a consolidated resource of the most up-to-date information on the USAP. The site contains information on the programme's status of implementation including States audited to date, upcoming schedules, analysis of audit results and activities for the upcoming triennium. In order to register for access to the secure website for the first time authorized personnel should go to <http://icaosec.icao.int/>, click on "New User" and enter the group name "USAP".

2.4.4 *Creation of the new Aviation Security Regional Officers (ASRO).*

2.4.4.1 On November 2004, ICAO named four new Aviation Security Regional Officers to work the four continents. Their primary responsibilities are maintaining continuous liaison with the States to which they are accredited and with other appropriate organizations, regional civil aviation bodies and sub-regional bodies. They promote the implementation of ICAO policies, decisions, Standards and Recommended Practices related to Annex 17. Their function is to sustain extensive meeting activities and provide technical assistance when requested.

2.4.4.2 In the context of the implementation of the ICAO Aviation Security Plan of Action, the ASRO is in direct communication with States, the Air Transport Bureau (ATB) at Headquarters, the ICAO Aviation Security Training Centres (ASTCs) in the region, as well as all regional civil aviation bodies involved in the field of aviation security. They have recently been given the responsibility for conducting follow-up visits related to the Universal Security Audit Programme.

3. **Regional Developments**

3.1 *GREPECAS AVSEC/COMM*

3.1.1 The AVSEC COMM/4 met in Montego Bay, Jamaica on 11-14 April 2005, and a number of proposals were made to enhance aviation security throughout the region. Some of the most significant proposals were the creation of three Task Forces to address the implementation of 100% Hold Baggage Screening, Training and the Annex 17, Amendment 11.

3.1.2 The Inter-American Committee Against Terrorism (CICTE) is a committee for the Organization of American States and was established to develop cooperation to prevent, combat and eliminate terrorist acts and activities within the Hemisphere. Through the efforts of the ICAO NACC Office and the AVSEC/COMM, OAS entered into agreement to sponsor Aviation Security Fellowship Awards to OAS Members wishing to attend ICAO Aviation Security Training Events.

3.2 *Training*

3.2.1 *Restructuring of the aviation security training programme*

3.2.1.1 Starting on 2005, nominees to all ICAO courses will be required to complete, submit and pass the AVSEC basic competency test before being accepted to attend any training courses. This will be a general knowledge test of AVSEC, conducted from ICAO Headquarters, based on information contained in Annex 17 and the Security Manual. The new procedure was sent to CAR States by the ICAO NACC Regional Office through *EMX0371* dated 1 April 2005 and is attached for the information of the Meeting as **Appendix D** to this working paper.

3.2.2 *ICAO Aviation Security Training Courses*

3.2.2.1 The 2005 course programme of the ICAO Regional Aviation Security Training Centre (ASTC) in Port of Spain, Trinidad and Tobago, is as follows:

- AVSEC National Auditors - Inspectors Course
15 November 2005 (8 working days)

4 **Action Required by the Meeting**

4.1 The Meeting is invited to note the content of this paper and take any action which is considered appropriate to encourage regional cooperation and timely implementation by States of the new AVSEC requirements.

APPENDIX A**ICAO UNIVERSAL SECURITY AUDIT PROGRAMME (USAP)
AUDIT ACTIVITY REPORT****PROGRAMME IMPLEMENTATION AS OF 31 DECEMBER 2004**

	STATE	AIRPORTS AUDITED	DATE OF AUDIT
1	Albania	Tirana Rinas International Airport	November/December 2004
2	Algeria	Algiers Houari Boumediene International Airport (ALG)	December 2004
3	Austria	Vienna International Airport (VIE)	October 2003
4	Bangladesh	Dhaka Zia International Airport (DAC)	October/November 2003
5	Bhutan	Paro International Airport (PBH)	October/November 2003
6	Bolivia	La Paz El Alto International Airport (LPB)	March/April 2003
7	Bosnia and Herzegovina	Sarajevo International Airport (SJJ)	August/September 2004
8	Botswana	Gaborone Sir Seterse Khama International Airport (GBE)	November 2003
9	Bulgaria	Sofia International Airport (SOF)	February 2003
10	Cambodia	Phnom Penh Pochentong International Airport (PNH)	May 2003
11	Cameroon	Douala International Airport (DLA)	February 2004
12	Cape Verde	Sal Amilcar Cabral International Airport (SID)	July 2004
13	China	Beijing International Airport (BJS), Xian Airport (SIA) and Kunming Airport (KMG)	May 2004
14	Croatia	Zagreb International Airport (ZAG)	September 2004
15	Cuba	Havana José Martí International Airport (HAV)	March 2004
16	Cyprus	Larnaca International Airport (LCA)	September 2003
17	Djibouti	Djibouti International Ambouli Airport (JIB)	August/September 2004
18	Egypt	Cairo International Airport (CAI)	July 2004
19	El Salvador	San Salvador El Salvador International Airport (SAL)	August 2004
20	Gabon	Libreville Leon M'Ba International Airport (LBV)	January 2004
21	Gambia	Banjul International Airport (BJL)	November 2003
22	Georgia	Tbilisi International Airport (TBS)	June 2004
23	Ghana	Accra Kotoka International Airport (ACC)	August 2004
24	Greece	Athens Eleftherios Venizelos International Airport (ATH)	June/July 2003

	STATE	AIRPORTS AUDITED	DATE OF AUDIT
25	Guinea	Conakry International Airport (CKY)	June 2003
26	Honduras	Tegucigalpa Toncontin International Airport (TGU)	March 2004
27	Indonesia	Soekarno-Hatta International Airport (CGK)	July 2003
28	Israel	Ben-Gurion International Airport (TLV)	March 2004
29	Jamaica	Kingston Norman Manley International Airport (KIN)	September 2003
30	Kazakhstan	Almaty International Airport (ALA)	September 2004
31	Kenya	Jomo Kenyatta International Airport (NBO)	June 2004
32	Kyrgyzstan	Bishkek Manas International Airport (FRU)	October 2004
33	Lao People's Democratic Republic	Vientiane Wattay International Airport (VTE)	January 2004
34	Lebanon	Beirut International Airport (BEY)	May 2003
35	Libyan Arab Jamahiriya	Tripoli International Airport (TIP)	March 2004
36	Lithuania	Vilnius International Airport (VNO)	May 2003
37	Mali	Bamako-Senou International Airport (BKO)	November/December 2004
38	México	Mexico City International (MEX) and Guadalajara Miguel Hidalgo (GDL) Airports	January 2004
39	Micronesia, Federated States of	Pohnpei International Airport (PNI)	June 2004
40	Mongolia	Ulaanbaatar Buyant – Ukhua International Airport (ULN)	November 2004
41	Morocco	Mohammed V International Airport (CAS)	March 2004
42	Myanmar	Yangon International Airport (RGN)	January/February 2004
43	Nicaragua	Managua Internacional Augusto C. Sandino Airport (MGA)	August/September 2004
44	Nigeria	Lagos Murtala Muhammed International Airport (LOS)	August 2004
45	Papua New Guinea	Port Moresby Jacksons International Airport (ASU)	October 2004
46	Paraguay	Asuncion Silvio Pettirossi International Airport (ASU)	December 2003
47	Peru	Lima Jorge Chavez International Airport (LIM)	May 2004
48	Philippines	Manila Ninoy Aquino International Airport (MNL)	June 2004
49	Poland	Warsaw International Airport (WAW)	January 2004
50	Republic of Korea	Incheon International Airport (ICN)	November 2004
51	Rwanda	Kigali Kanombe International Airport (KGL)	September 2004

	STATE	AIRPORTS AUDITED	DATE OF AUDIT
52	Senegal	Dakar Leopold Sedar Senghor International Airport (DKR)	June 2003
53	Suriname	Paramaribo John A. Pengel International Airport (PBM)	July 2003
54	Swaziland	Manzini/Matsapha International Airport (MTS)	November 2003
55	Syrian Arab Republic	Damascus International Airport (DAM)	March 2004
56	The former Yugoslav Republic of Macedonia	Skopje International Airport (SKP)	December 2004
57	Trinidad and Tobago	Port of Spain Piarco International Airport (POS)	June/July 2003
58	Tunisia	Tunis -Carthage International Airport (TUN)	April 2004
59	Turkey	Istanbul Ataturk International Airport (IST)	May/June 2004
60	Uganda	Entebbe International Airport (EBB)	November /December 2002
61	United Republic of Tanzania	Dar-es-Salaam International Airport (DAR)	June/July 2004
62	Uzbekistan	Tashkent International Airport (TAS)	May 2004
63	Vanuatu	Port Vila Bauerfield International Airport (VLI)	November 2004
64	Venezuela	Caracas Simon Bolivar International Airport (CCS)	November/December 2004

APPENDIX B

ICAO UNIVERSAL SECURITY AUDIT PROGRAMME (USAP) AUDIT SCHEDULE

JANUARY – DECEMBER 2005

First Quarter 2005 (January to March)	Second Quarter 2005 (April to June)
Armenia Comoros Costa Rica Guatemala Hungary India Madagascar Maldives Serbia and Montenegro Viet Nam	Angola Belarus Benin Brazil Equatorial Guinea Italy Mauritania Namibia Palau Romania Russian Federation Spain Togo United States
Third Quarter 2005 (July to September)	Fourth Quarter 2005 (October to December)
Chad Colombia Democratic People's Republic of Korea Ecuador Estonia Japan Jordan Latvia Niger Pakistan Zambia	Antigua and Barbuda Australia Eritrea France Luxembourg Qatar Saint Kitts and Nevis Sudan Tonga Turkmenistan United Arab Emirates Zimbabwe

Model Memorandum of Understanding (MoU)

**Memorandum of Understanding (MoU)
between
the International Civil Aviation Organization
and State [formal name]
regarding an Aviation Security Audit**

Whereas the 33rd Session of the Assembly of ICAO in Assembly Resolution A33-1 directed the Council and the Secretary General to consider the establishment of an ICAO Universal Security Audit Programme (USAP);

Whereas the High-level, Ministerial Conference on Aviation Security held by ICAO in February 2002 recommended regular, mandatory, systematic and harmonized security audits to be carried out by ICAO, and that the security audit programme shall apply to all Contracting States; and

Whereas the Council during its 166th Session approved the Aviation Security Plan of Action and agreed that priority be given to undertaking such audits;

IT IS AGREED AS FOLLOWS:

1. State [formal name], hereafter referred to as State [abbreviated name], hereby agrees to the conduct of a security audit by an ICAO security audit team, from [insert dates of proposed audit], unless justified reasons lead the parties to mutually agree on other dates.
2. No change in the annual schedule of audits will be allowed within 60 calendar days prior to the starting date of the audit of the State, except for a compelling reason, which has to be submitted to the President of the ICAO Council for his consideration.
3. The ICAO Regional Office accredited to State [abbreviated name] will be actively involved in the security audit process.
4. The security audit team will be comprised of experts in the field of aviation security who have been certified by ICAO. The composition of the team (names and qualifications) will be provided to the civil aviation administration of the State prior to the security audit in sufficient time to enable it to facilitate application for visas and other administrative matters. State [abbreviated name] will have the opportunity to provide feedback to ICAO concerning the composition of the team.
5. The team members will have command of one of the ICAO languages. Every effort will be made to ensure at least one of the team members has command of the ICAO language chosen by the State. State [abbreviated name] will be informed of the other specific language capabilities of each team member prior to the audit.
6. State [abbreviated name] and ICAO accept that the audit will be conducted in accordance with the guidelines and principles set forth in the ICAO Security Audit Reference Manual.
7. State [abbreviated name] accepts that responsibility for the development, implementation and maintenance of the national civil aviation security programme under Annex 17 remains with it during and after the audit. Without prejudice to other privileges and immunities applicable to ICAO and its personnel,

the members of the ICAO audit team shall be immune from legal process in respect of words spoken or written and all acts performed by them in their official capacity.

8. State [abbreviated name] agrees to facilitate the audit by making appropriate staff from its civil aviation administration (or any relevant entity responsible for security regulation), locally based commercial air transport operators and aerodrome facilities, available for interview by the security audit team. State [abbreviated name] will be required to take the necessary measures to facilitate the work of the security audit team, including interpretation services, local transportation, interviews, paperwork, etc. State [abbreviated name] will also arrange for accommodation and meet the cost of transportation when visits are required outside the main administrative offices.

9. State [abbreviated name] will further facilitate the audit by designating an appropriate person to act as a national coordinator for the audit team leader prior to the audit team's arrival and during the audit process. This person will serve as a facilitator and primary point of contact for the audit, and be responsible for providing the audit team with access to relevant persons and to any relevant entity responsible for aviation security during the interview and records review stage of the audit, as well as access to areas of the airport for observation as deemed necessary by the audit team during the audit itself.

10. The security audit team will review the compliance of State [abbreviated name] with the Standards set out in Annex 17. The security audit team will also review whether State [abbreviated name] has the organizational structure with the legal status necessary to carry out its security responsibilities. State [abbreviated name] agrees to make all relevant documents and information available to the security audit team.

11. The security audit team will review the State's regulatory provisions, examine records and documentation, conduct interviews and make observations, in order to prepare its findings and recommendations relating to the effective and efficient implementation of Annex 17 Standards, on the basis of security audit general requirements. The audit will include a comprehensive review of the implementation of Annex 17 Standards at [names of airport(s)].

12. State [abbreviated name] agrees to further facilitate the audit process by providing:

- a) working space, with privacy;
- b) access to a photocopier and facsimile machine;
- c) access to facilities and restricted areas of the airport (e.g. identification passes);
- d) access to electronic communication media such as the internet and e-mail;
- e) access to records and documentation of the appropriate authority for civil aviation of State [abbreviated name], or those of any other relevant entity responsible for security regulations;
- f) a Technical Liaison Officer to provide security equipment-related information;
- g) access to selected personnel for interviews; and
- h) access to other knowledgeable aviation advisers and liaison officers, as appropriate.

13. On the last day of the security audit, the ICAO security audit team will give a detailed debriefing on the audit results to government officials as well as senior management and other higher officials, as applicable, of the State, including an explanation of subsequent activities in the audit process.

14. Upon completion of the security audit, ICAO undertakes to make available to State [abbreviated name] a confidential report within 60 calendar days after the last day of the audit, if no translation of the report into another ICAO language is required. If such a translation is required, a translated copy will be made available as soon as practicable. The confidential report will detail:

- a) identified findings on the general requirements specified above;

- b) identified differences that exist between national regulations and practices of State [abbreviated name] and ICAO Annex 17 Standards;
- c) lack of implementation or non-conformance with ICAO Annex 17 Standards; and
- d) recommendations of the ICAO security audit team for immediate remedial action.

15. Upon receipt of the audit report, State [abbreviated name] will be given 30 days to submit comments and feedback on the report. The audit report may be revised as a result of this feedback. In all cases, comments submitted by State [abbreviated name] will become part of the official audit package.

16. Should action be necessary to remedy deficiencies, State [abbreviated name] undertakes to start working on the preparation of an appropriate action plan immediately after State [abbreviated name] has been debriefed on the audit by the security audit team, as described in paragraph 13 above. Feedback on the development of the action plan by State [abbreviated name] will be provided by ICAO at the request of the State during the preparation period.

17. Should action be necessary to remedy deficiencies, State [abbreviated name] undertakes to provide, within 60 calendar days from the date the audit report has been made available to the State, an action plan acceptable to ICAO. The action plan should address the findings and recommendations of the security audit team, providing specific actions and deadlines for the correction of the deficiencies identified during the security audit. If the report requires translation, the timeline for the production of an action plan starts when the State receives the translated audit report. All subsequent actions will be sequenced accordingly.

18. Within 30 calendar days after State [abbreviated name] has submitted an action plan, officials from the ICAO accredited Regional Office will conduct a preliminary review to determine the progress made by State [abbreviated name] towards activation of the action plan. If no action plan has been submitted, the ICAO accredited Regional Office will contact State [abbreviated name] to determine why an action plan has not been submitted.

19. Security audit reports will be confidential and made available to State [abbreviated name] and ICAO AVSEC staff on a need-to-know basis. Concurrently with the preparation of the report, a non-confidential audit activity report limited to the name of the audited State, the identity of airports visited during the audit, and the completion date of the audit will be developed for release to all Contracting States. Reports to the Council will be in a form that maintains the confidentiality of the audit report in relation to the State concerned.

20. State [abbreviated name] undertakes to remedy the identified deficiencies, and also agrees to any other subsequent follow-up security audit in due course, to confirm that the recommendations made by ICAO to State [abbreviated name] have been implemented as provided for in the action plan. Such follow-up audits will lead to the production of a confidential follow-up audit report providing the updated status on the security situation in State [abbreviated name].

21. If requested by State [abbreviated name], direct assistance may be provided by ICAO through the Technical Co-operation Bureau (TCB) in the development of a project document which may serve as an action plan as referred to in paragraph 16 of this MoU. This document would include all necessary details on time-frame, costing, as well as personnel and training requirements as a basis for seeking funding from donor organizations and/or financial institutions for the implementation of a security improvement project. This document would need to be funded by State [abbreviated name], and would be completed within the time limits agreed upon.

Appendix C

22. State [abbreviated name] will return to ICAO no later than two months prior to the start of the audit the completed pre-audit questionnaire designed to solicit preliminary information concerning national security legislation and organization as well as the airport security organization for use by the audit team prior to arrival.

23. Any difference or dispute concerning the interpretation or the application of this Memorandum of Understanding will be resolved by negotiation between the parties concerned.

**For the International Civil
Aviation Organization**

**For the Appropriate Authority
of State [Formal Name]**

Secretary General

Director General

Date

Date

APPENDIX D



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
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Ref.: NR 7/8 – **EMX0371**

1 April 2005

To: CAR Region States

From: ICAO RD, Mexico

Subject: **Restructuring of the aviation security training programme**

Dear Sir/Madam:

Starting in 2005, ICAO will be restructuring the aviation security training programme. The new procedure will be that, **effective immediately**, nominees to **all** ICAO courses will be required to **complete, submit and pass** an **AVSEC basic competency test** before being accepted to attend AVSEC training courses. This will be a general knowledge test of AVSEC, conducted from ICAO Headquarters, based on information contained in Annex 17 and the Security Manual.

The test can be accessed on the ICAO Website (www.icao.int) under *Key activities/AVSEC and AVSEC-MCP/Certification/AVSEC Test*. Test results will be automatically sent to the ICAO AVSEC Section and a list of approved candidates will be kept for current and future reference.

The new procedure will be the following:

1. The ICAO Regional Offices will send the State letters together with the corresponding nomination form, inviting States to nominate suitable candidates to training events.
2. Interested candidates will **complete, submit and pass** the online **AVSEC basic competency test**.

3. States send back to ICAO Regional Offices the corresponding nomination forms, dully filled and signed by the appropriate authority within the deadline set by ICAO in the invitation letter.
Note 1: Authorities and nominees should be aware that incomplete nomination forms (missing pages, or without the signature and stamp of the corresponding authority) will not be considered by ICAO.
Note 2: It should also be noted that there are two different nomination forms:
One-page Form: To apply for ASTPs
Seven-page Form: To apply for USAP Auditor Training Courses
4. ICAO will study the nomination forms together with the AVSEC test results and will determine the list of accepted candidates. If those successful on the test surpass the number of places available on the course, then those with the highest marks will be selected.
5. ICAO Regional Offices will notify States on the acceptance of their nominees.
6. Regarding the Instructors Certification, the National Auditors/Inspectors and the USAP Auditor Training courses, the receipt of a certificate will not be attendance-based. In order to succeed in the courses, participants will have to pass the written and oral examinations to receive a certificate. Due to the intensity of these programmes each course will accept a maximum of **14 participants**; in the case of the USAP Auditor Training Course, only **12 participants** will be accepted.

Please forward this important new procedure to the AVSEC-related personnel within your Administration, so they are made aware of these new requirements to attend ICAO AVSEC Training Courses.

If you require further information or have questions about this new procedure, you are welcome to contact this Regional Office (icao_nacc@mexico.icao.int), Mr. David Flores, Regional Officer Aviation Security (floresd@mexico.icao.int) or his secretary Miss Claudia Lopez (clopez@mexico.icao.int).

Accept, Sir/Madam, the assurances of my highest consideration

Original signed by

Raymond Ybarra
Regional Director
ICAO NACC Office