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国际民用
航空组织

Eastern and Southern African Regional Office/Bureau régional Afrique orientale et australe

Ref: ES AN 3/20 – 0146

22 February 2018

**Subject: ICAO UK-Sponsored Aerodrome Certification Course
(Nairobi, Kenya, 9-13 April 2018)**

Action Required: Reply at your earliest convenience, preferably not later than 15 March 2018

Sir/Madam,

I wish to inform you that the UK CAA, in coordination with the ICAO ESAF and WACAF Regional Offices, has offered to deliver an aerodrome certification course for State CAA aerodrome safety inspectors in the AFI Region. This course will be held at the United Nations Complex in Gigiri, Nairobi, Kenya, from 9 to 13 April 2018.

The need for Aerodrome Certification courses in Africa cannot be overemphasized. This course fits in perfectly with the Abuja safety target on certification of international aerodromes and will greatly enhance the ongoing Aerodrome Certification Project under the auspices of the AFI Plan. In this regard the priority to attend this course will be first given to States beneficiaries of the ongoing AFI Plan aerodrome certification project.

The main objective of the course will be to discuss the aerodrome certification process, including but not limited to the State regulatory framework, certification requirements/principles, documents evaluation, aerodrome inspections, development of recommendations and action plans, delivering or refusing aerodrome certificate, aerodrome surveillance activities, etc.

During the course, participants will have some exercises requiring the use of checklists across the whole process of aerodrome certification, from analysing the pre-application phase to the surveillance activities. Participants are therefore encouraged to bring along with their respective checklists that may be used, checked and improved as necessary.

The course will be delivered free of charge and conducted in English language only. However, Airfare, hotel and miscellaneous expenses are the responsibility of the participant's State administration. An Information Bulletin giving a list of hotels, and Registration Form are attached for your guidance.

In order for us to proceed with the planning for the course, kindly indicate to this Office whether your Administration/Organization intends to participate, and provide us with the names and designation of your delegates at icaoesaf@icao.int or icaowacaf@icao.int preferably by **15 March 2018**.

Selections will be made based on qualifications and experience. The nominations from each State will be considered on a space-available basis. For this reason, it is important for the States to indicate the priority order of selection for each of their nominations and that all nominations are received on or by the deadline. Candidates will be notified by ICAO of their status once selections are complete, but not later than 20 March 2018.

The nominated participants should ensure that they have applied for a valid entry visa, health insurance for the coverage of any medical care during their stay in Kenya, or any other document that may be required.

Yours sincerely,



Barry Kashambo
Regional Director

Attachments

Information Bulletin and List of Hotels
Registration Form