



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

LT2/6B.85 - SA432

Lima, 5 September 2016

To: Mr. Philippe Guivarch, Regional Director of Civil Aviation, West Indies and French Guiana  
Lt. Col. Egbert Field, Guyana Civil Aviation Authority  
Mr. Andojo Rusland, Minister of Transport, Communication and Tourism, Suriname

Subject: **ICAO Course Developers and Instructors Standardization (CDI/STD) Meeting**  
(Bogotá, Colombia, 12 to 14 December 2016)

**Action**

**required:** Confirm your participation no later than 31 October 2016

Sir/Madam,

Further to the attached Electronic Bulletin (EB) 2016/48, dated 4 August 2016, I have the pleasure to invite your Government and training organizations in your State to participate in the International Civil Aviation Organization's (ICAO) Course Developers and Instructors Standardization (CDI/STD) Meeting to be held in Bogotá, Colombia, from 12 to 14 December 2016. The meeting will be graciously hosted by the Centro de Estudios de Ciencias Aeronáuticas (CEA) of the Civil Aviation Authority of Colombia (UAEAC). The languages of the meeting will be English and Spanish with simultaneous translation.

The CDI/STD meeting provides training professionals with a unique opportunity to address challenges, identify solutions and exchange best practices for the improvement of training deliverables. The meeting consists of a series of dynamic sessions where participants will focus on training tactics to enhance effectiveness of training methodologies, and sustainable strategies for standardizing and extending best training practices throughout their organizations and beyond. This event is important for regional Member States and aviation stakeholders, as it will allow participants to share their concerns, problems, best practices, and solutions with regard to course development and instructional techniques in civil aviation training.

The meeting is free of charge; therefore, it is important that participants register in advance as the capacity of the conference room is limited. Details related to the meeting, including registration, programme, hotel information, and visa entry requirements are available and updated periodically at [www.icao.int/training](http://www.icao.int/training).

Kindly disseminate this invitation to the training department of your civil aviation authority, relevant government departments, and aviation training organizations in your State. All interested participants are invited to register for the meeting through the aforementioned website by **31 October 2016**. The tentative agenda and the general information for the event including the venue and the recommended hotels will be send soon.

Accept Sir/Madam the assurances of my highest consideration.



Franklin Hoyer  
Regional Director  
ICAO South American Office  
Lima

**Enclosure:**

EB 2016/48

cc: Mr. Claude Miquel, Deputy Director of Civil Aviation, West Indies and French Guiana  
Mr. Jerome Journet, Head of French ATM services, West Indies and French Guiana  
Mr. Jean-Michel Pubellier, Deputy Head ATM services, West Indies and French Guiana  
Mrs. Joyce Blokland-Wijnstein, Permanent Secretary, Ministry of Transport, Communication and Tourism, Suriname  
Mr. Faizel Baarn, acting Head of Civil Aviation Department, Suriname  
Mr. Brian De Souza, acting Director, CASAS, Suriname  
Mr. Marcus Doller, Air Safety Support Intl. (ASSI), United Kingdom  
Mr. Bruce D'Ancey, Policy Specialist, Flight Ops, Air Safety Support International (ASSI), United Kingdom



**International Civil Aviation Organization**

## **ELECTRONIC BULLETIN**

For information only

EB 2016/48

4 August 2016

### **ICAO REGIONAL COURSE DEVELOPERS AND INSTRUCTORS STANDARDIZATION (CDI/STD) MEETINGS**

**Nairobi, Kenya, 17 to 19 October 2016**  
**Bogotá, Colombia, 12 to 14 December 2016**

1. ICAO will convene two Course Developers and Instructors Standardization (CDI/STD) Meetings to be held in Nairobi, Kenya, from 17 to 19 October 2016, and in Bogotá, Colombia, from 12 to 14 December 2016. These meetings will be graciously hosted by the East African School of Aviation, and by the Centro de Estudios de Ciencias Aeronáuticas, respectively.
2. The objective of the CDI/STD Meetings is to provide training professionals a unique opportunity to address challenges, identify solutions, and exchange best practices for the improvement of training deliverables. Networking opportunities during both events will encourage greater collaboration in training and the formation of new training partnerships. Overall, the meetings will enable training professionals from diverse organizations to engage with each other to determine the best way forward in their capacity-building endeavours.
3. Consisting of a series of dynamic sessions, participants will focus on training tactics to enhance effectiveness of training methodologies, and sustainable strategies for standardizing and extending best training practices throughout their organizations and beyond. Experts will offer their solutions to training challenges, and the meetings will close with recommended best practices.
4. Registration for these events is complimentary. In addition to TRAINAIR PLUS Programme (TPP) Members, representatives of training departments of civil aviation authorities, and aviation training organizations are encouraged to participate.
5. Further details, including programme, event dates, and registration will be updated regularly at [www.icao.int/training](http://www.icao.int/training). Regional Offices will issue invitation letters for their accredited Member States.

Issued under the authority of the Secretary General