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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 4/60 - 0336

11 June 2014

**Subject:** First Meeting of the Air Traffic Services Competencies Study Group (ATSCSG/1) (Nairobi, Kenya 22- 23 July 2014)

**Action Required:** Confirm your participation before 10 July 2014

Sir/Madam,

I have the honour to refer to Decision 19/18 of the Nineteenth Meeting of the AFI Planning and Implementation Regional Group (APIRG/19), the text of which is reflected hereunder, and to invite your Administration/Organization to participate at the abovementioned meeting.

**DECISION 19/18: ESTABLISHMENT OF THE ATS COMPETENCIES STUDY GROUP**

*That, the ATSCSG be established with the Terms of Reference as at Appendix 3.2G to this report, in order to:*

- a) *study the shortcomings in ATC training including States' (and ANSPs) training programmes and plans; and*
- b) *establish and provide recommendations that would address issues relating to lack of competency of ATS personnel.*

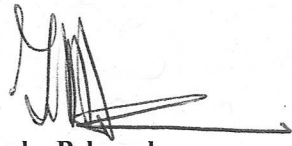
While the Study Group is composed of a limited number of States and Organizations, any other member State of APIRG may participate in this meeting. It is important for participants attending the meeting to have the appropriate expertise and be prepared to make valid contributions to the tasks of the Study Group.

The meeting will be conducted in the English language only and documentation will not be provided in hard copy (paper) format. Accordingly, each delegation is expected to bring along computer equipment in order to facilitate their effective participation.

The Terms of Reference (TOR) of the ATSCSG, the provisional agenda and information bulletin providing information for participants attending the meeting are provided at **Attachment A**, **Attachment B** and **Attachment C** to this letter.

I would appreciate if you could confirm the participation of your Administration/Organization at this meeting at your earliest convenience, preferably **not later than 10 July 2014**, and provide the details of your participants by completing and forwarding the registration form provided at **Attachment D** to this letter to the ICAO ESAF Regional Office at: [icaoesaf@icao.int](mailto:icaoesaf@icao.int).

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

  
**Meshesha Belayneh**  
ICAO Regional Director  
Eastern and Southern African Office

**Attachments:** A - Terms of Reference  
B - Provisional Agenda  
C - Information Bulletin  
D - Registration Form