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منظمة الطيران
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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 4/16 - 0960

15 December 2015

Subject: Safety Culture Workshop – “Think Safety” Nairobi, Kenya, 3-5 February 2016

Dear Sir/Madam,

I wish to refer to the attached self-explanatory letter of invitation from the International Federation of Air Traffic Controllers' Association (IFATCA), and to encourage your Administration/organization to participate. The Workshop will be conducted under partnership and collaboration between ICAO and IFATCA.

In nominating officials to attend this Workshop, your particular attention is drawn to fact that due to logistical reasons, as well as stringent consideration of the qualifications, background and responsibilities of the professionals expected to attend, availability of seats is limited to about forty (40). In this respect, your Administration/Organization is advised to nominate not more than two (2) officials with clear identification of the preferred participant. Selection will be based on first come basis and priority will be given to officials indicated as preferred nominees. Your Administration/Organization will be duly informed of the officials selected to participate in this workshop. The specific venue in Nairobi, information bulletin for participants and work programme of the workshop will be forwarded in due course.

In view of the above, it is critically important for the organizing team to have information on the attendance as soon as possible. As such, I would be grateful if could confirm the participation of your Administration/Organization at this workshop at your earliest convenience, preferably not later than **15 January 2016**, providing the names of your nominees. Your communication should be addressed to icaoesaf@icao.int with copy to smachobane@icao.int, noting that participants should register on the website: <http://thinksafety.ifatca.org>.

Yours sincerely,

Barry Kashambo
Regional Director