



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

Tel.: +1 514-315-2459

Ref.: TC2/3.55 (24/001) – 25/44

25 April 2025

Subject: Thailand – ICAO Developing Countries
Training Programme (DCTP)

Action required: Submit applications for interested and
eligible candidates by completing the on-line
Application Form as per identified deadlines

Sir/Madam,

I have the honour to refer to the jointly established Thailand - ICAO Developing Countries Training Programme (DCTP) in 2025, sponsored by the Government of the Kingdom of Thailand and administered by ICAO. The DCTP is a one-year programme running from January to December 2025.

I am pleased to announce that in 2025, 51 fellowships will be provided to government officials from eligible developing ICAO Member States to attend specialized training courses conducted by the Civil Aviation Authority of Thailand (CAAT) in collaboration with the Civil Aviation Training Centre Thailand (CATCT). Details on the courses offered, as well as the terms and conditions applied for these fellowships are explained in the Attachment A. Also enclosed, as Attachment B, is a copy of the Nomination Form to facilitate your application to the courses offered. The CAAT in collaboration with the CATCT will review the Nomination Forms of all candidates and select those who will attend the course. States and applicants will be informed of the result of the selection at least eight weeks prior to the commencement of the course.

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

Juan Carlos Salazar
Secretary General

Enclosures (in English only):

- A — Information on Thailand – ICAO Developing Countries
Training Programme 2025
- B — Nomination Form

**INFORMATION ON THAILAND- ICAO DEVELOPING COUNTRIES
TRAINING PROGRAMME 2025**

Overview

Thailand and ICAO jointly established the Developing Countries Training Programme (DCTP) in 2025. Sponsored by the Government of the Kingdom of Thailand and administered by the ICAO Capacity Development and Implementation Bureau (CDI), the DCTP is a one-year programme running from January to December 2025. It provides 51 fellowships to government officials from eligible developing ICAO Member States to attend specialized training courses conducted by the Civil Aviation Authority of Thailand (CAAT) in collaboration with the Civil Aviation Training Centre Thailand (CATCT). Applications from government officials of eligible developing ICAO Member States are welcome.

The training courses offered by CAAT are listed in the table below.

Terms of Fellowships

The Government of the Kingdom of Thailand will cover the course fees, daily allowance and accommodation for fellowship recipients. The nominees are responsible for their own air ticket and transportation expenses.

When and how to apply

- **Applications are now open**, and the deadline for each course is **12 weeks before the course start date**. Please refer to the application deadlines in the table below for the respective courses.
- Applications **must be submitted via email** to inter_focalpoint@caat.or.th with a copy to itrain@catc.or.th, along with the endorsed Fellowship Nomination Form.
- Applications **received after the deadline** (less than 12 weeks before the course start date) will be considered late and may not be accepted.

Application steps

Step 1: Download and complete the Fellowship Nomination Form

- Applicant to fill and sign in Part I – Applicant's Personal History
- The Government of (name of State) to fill and sign in Part II – Nomination by Government with the AFFIX OFFICIAL SEAL OR STAMP

Step 2: Fill in the required fields in the Fellowship Nomination Form

Step 3: Send the endorsed Fellowship Nomination Form, passport-sized photograph and a copy of biodata page of your passport to inter_focalpoint@caat.or.th with a copy to itrain@catc.or.th

The list of available fellowship courses is provided below. Detailed course descriptions can be accessed at <https://www.catc.or.th/en/DCTP> Please note that course dates are subject to change.

No.	Course Title	Target Participants	Course Date	Delivery Method	Application Deadline (12 weeks before the course start date)
1	ICAO CORSIA Verification (CVS)	16	13 - 15 AUG 2025	Classroom	16 MAY 2025

2	ICAO State Safety Programme (SSP) and ICAO Safety Management Online (SM Online)	15	3 - 10 SEP 2025	Classroom	6 JUN 2025
3	ICAO Safety Management for Practitioners (SMxP) and ICAO Safety Management Online (SM Online)	20	6 - 10 OCT 2025	Classroom	4 JUL 2025

General Information

1. Who Should Apply

The programme is open to **government officials** who meet the following criteria:

- Have received **endorsement/nomination** from the **Director-General of Civil Aviation** or an equivalent authority. Due to the limited number of fellowships available, each organization may nominate only **one applicant per course**.
- Hold **job qualifications or work responsibilities** that are directly relevant to the course being applied for.

2. Required Documents

Applicants must submit the following documents:

- **Fellowship Nomination Form**, duly completed and signed by the applicant (**Part I**) and endorsed by the government (**Part II**).
- A copy of the **biodata page of the applicant's passport**.

3. Application Outcome Notification

Applicants will be notified of their application status **8 weeks before the course start date**. Successful candidates will receive an **Award Letter via email**.

To confirm attendance, successful applicants must:

- Acknowledge acceptance of the award via email.
- Submit a copy of their **confirmed e-ticket and/or hotel accommodation** as proof of participation.

4. Entry and Visa requirements

Participants must ensure the following:

- Your passport **passport is valid for at least six months** beyond their intended departure from Thailand.
- You hold a **valid visa for entry into Thailand**, as well as any required transit visas for their travel.
- A copy of the **Award Letter** is carried upon arrival in Thailand to facilitate airport clearance.

5. Contact information

For enquiries, please contact:

- Inspection and Standards Development Group,
Aviation Safety Management and Standards Assurance Office
The Civil Aviation Authority of Thailand (CAAT)
Tel: +66(0) 2568 8800 ext. 0421
Email: inter_focalpoint@caat.or.th
- Office of TRAINAIR PLUS Course Development and Training (TCT)
Civil Aviation Training Center (CATC)
Tel: +66(0) 22725741 ext. 3661
Email: itrain@catc.or.th

ATTACHMENT B to State letter TC2/3.55 (24/001) – 25/44

NOMINATION FORM

FELLOWSHIP NOMINATION FORM				
THAILAND – ICAO Developing Countries Training Programme 2025				
PART I – Applicant's Personal History				
1) Name/Surname as in passport: <i>(Mr./Mrs./Ms. First/Middle/Last Name)</i>				
2) Employment Present position/title: Department/division: Email: Name of organization: Address:				
3) Describe your present duties:				
4) Employment record <i>(indicate last five years and/or last two positions)</i>				
Employer <i>(Name of company/organization)</i>	Position last held	Period		Duties and responsibilities
		From	To	

5) Training record: <i>(related to the course applied)</i>				

6) English language proficiency

In case you speak English as a foreign language, you are required to indicate your English language proficiency.

If available, indicate any of your English proficiency test scores:

TOEFL: _____ TOEIC: _____ other: _____

Score

Score

Score

If you do not have any official test score, please self-assess your English language proficiency below.

	Excellent	Good	Fair	Poor	Remarks
Listening					
Speaking					
Writing					
Reading					

7) Title of course applied for:

Course schedule:

Describe your expectations from participation in this training course:

8) Please describe why you are interested in the fellowship and why you are qualified for it.