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Международная  
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авиации

منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: AS 7 – 18/219

16 July 2018

**Subject: ICAO Regional USAP-CMA Seminar  
(Cairo, Egypt, 15 - 17 October 2018)**

**Action required: Reply not later than 15 September 2018**

Sir/Madam,

I have the honour to invite your Administration to participate in the ICAO Regional Universal Security Audit Programme Continuous Monitoring Approach (USAP-CMA) Seminar to be held at the ICAO MID Regional Office, Cairo, Egypt, from 15 to 17 October 2018.

Your Administration/Organization is kindly invited to participate in this Seminar. The Seminar will be conducted in English only. The Topics that would be covered in the three days of the Seminar, are at **Attachment A**. Administrative arrangements and other useful information for participants, including the MID Office Bulletin and the Hotel List are available on the ICAO MID Office website at: <https://www.icao.int/MID/Pages/MID-Office-Bulletin.aspx>.

The objective of the Seminar is to familiarize the participants with the ICAO USAP-CMA Programme and with the tools and methodology used for the preparation, conduct and reporting of security audits and other monitoring activities under the USAP-CMA, which has been implemented since January 2015. This will allow the participants to assist their States throughout the various phases of the USAP-CMA process. The Seminar will also provide the participants with an opportunity to share experiences related to the preparation and conduct of USAP-CMA audits. Therefore, the target audience for the Seminar includes persons nominated or likely to be nominated as the National USAP-CMA Coordinator by their States and/or those responsible for the oversight of the preparation for USAP-CMA audits.

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I would appreciate if you could, as soon as possible, preferably not later than **15 September 2018**, confirm participation by submitting the Registration Form at **Attachment B** including the name and details of nominated participants to the following email address ([icaomid@icao.int](mailto:icaomid@icao.int)) with a copy to the Aviation Security Audit (ASA) Section at ICAO Headquarters at ([asa@icao.int](mailto:asa@icao.int)) in order that arrangements can be finalized in time. Please note that travel, medical coverage, accommodation and daily expenses are to be covered by the nominating State or organization.

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



*for/* Mohamed Khalifa Rahma  
Middle East Regional Director

**Enclosures:**

- Seminar Topics
- Registration Form

cc: Chief, Aviation Security Audit Section, ICAO HQ  
([asa@icao.int](mailto:asa@icao.int))



*International Civil Aviation Organization*

**ICAO REGIONAL USAP-CMA SEMINAR**

*(Cairo, Egypt, 15 - 17 October 2018)*

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**SEMINAR TOPICS**

**Module 1** – Introduction and Seminar Overview

**Module 2** – USAP-CMA

**Module 3** – A State’s Aviation Security Oversight System

**Module 4** – Auditing Annex 17 Standards

**Module 5** – USAP-CMA Tools

**Module 6** – USAP-CMA Activity Process – Preparation

**Module 7** – USAP-CMA Activity Process – Conduct

**Module 8** – USAP-CMA Activity Process – Reporting

**Module 9** – Continuous Monitoring

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**ICAO REGIONAL USAP-CMA SEMINAR**  
(Cairo, Egypt, 15 - 17 October 2018)

**REGISTRATION FORM**

Participant information (Please complete the information clearly in BLOCK letters)						
Last (family) name				First name and initials		
Name of the authority, organization or company						
Current position			Experience in the aviation industry (Position and duration)			
Working language(s) and level	Speak		Read		Write	
English	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well	<input type="checkbox"/> Very well	<input type="checkbox"/> Well	<input type="checkbox"/> Fairly well
Contact information (Work)						
Street and number				Postal Code		
City		State or Province		Country		
Telephone (Country code - City code - Number(s))			Facsimile			
E-mail				Personal e-mail		

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