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Международная
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منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: FS 3/7 & AN 5/20 -22/229

19 October 2022

**Subject: ACAO/ICAO Dangerous Goods and Ground Handling Workshop
(Rabat, Morocco, 12-15 December 2022)**

Action required: Reply not later than 30 November 2022

Sir,

I have the honour to inform you that ACAO and ICAO MID Regional Office are jointly organizing, **from 12 to 15 December 2022**, the ACAO/ICAO Workshop, which will focus attention on both Dangerous Goods and Ground Handling Operations. The Workshop will be held in Rabat, Morocco. Your Administration/Organization is kindly invited to participate in the Workshop.

The objective of the Dangerous Goods section is to provide a foundation for establishing and maintaining a dangerous goods oversight Programme through application of provisions in Annex 18 and the Technical Instructions. In addition, the participants will be given the knowledge and skills to evaluate operator dangerous goods Programmes and to conduct dangerous goods-related inspections.

The objective of the Ground Handling section is to focus attention on the Ground Handling awareness for High Level Management and key stakeholders SMS Interfaces with Ground Handling Service Providers. Additionally, the participants will be given technical guidelines on the Oversight Programmes applied to the Ground Handling Service Providers as per the mechanisms provided by the ICAO Key partners supporting the workshop including but not limited to ACI, ASA, EASA, IATA, IBAC and FAA.

The Provisional Agenda for the ACAO/ICAO Dangerous Goods and the Ground Handling Workshop is at **Attachment A**.

The Bulletin of the Workshop that includes administrative arrangements and other useful information for participants, including the exact venue, the hotel address and information related to the entry visa to Morocco is at **Attachment B**.

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I would appreciate if you could, as soon as possible, preferably not later than **30 November 2022**, confirm the participation of your Administration/Organization, giving the names and contact details of your delegate(s) by completing the Nomination Form available under the following link: [Here](#).

For any complementary information you might contact Mr. Mohamed Chakib (mchakib@icao.int), Mr. Mohamed Iheb Hamdi (mhamdi@icao.int) from ICAO and Mr. Hicham Bennani from ACAO (h.bennani@acao.org.ma).

Accept, Sir, the assurances of my highest consideration.



Mohamed Abubaker Farea
Regional Director
ICAO Middle East Office

Attachments



Section A: Dangerous Goods

From 12 to 13 December 2022

Rabat, Morocco

PROVISIONAL AGENDA

Introduction to Dangerous Goods

Introduction to ICAO Technical Instructions

Introduction to Oversight of Dangerous Goods

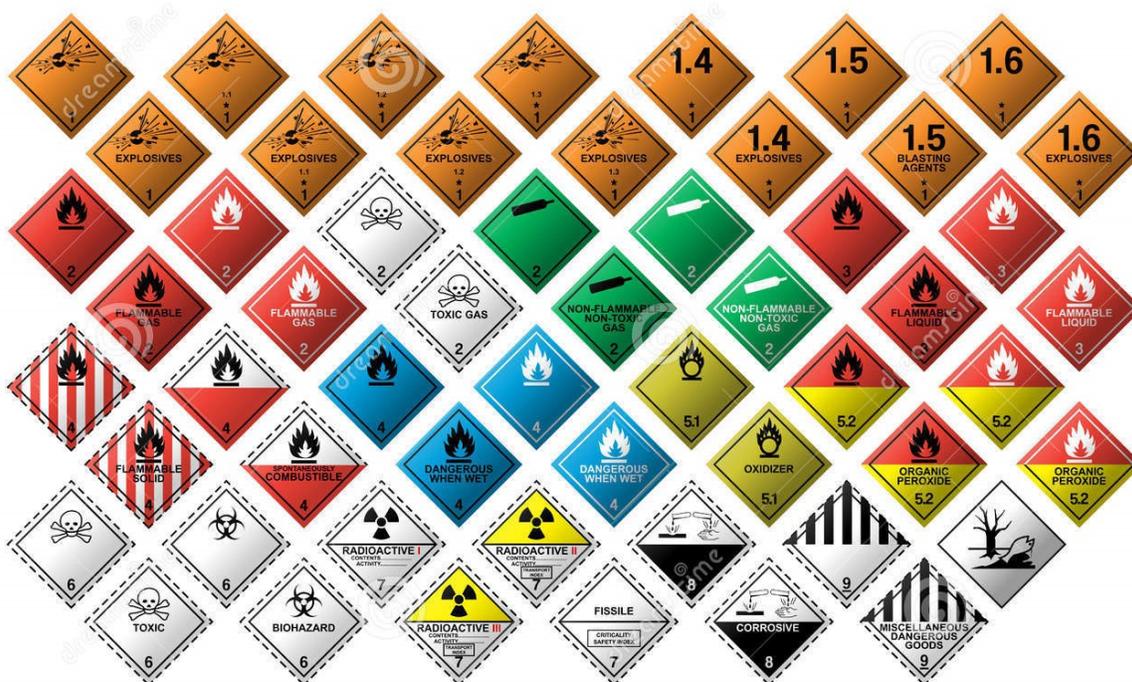
Oversight of Operators Accepting Dangerous Goods

- i. Training Requirements
- ii. Assessment Techniques

The Role of the Regulator

Industry Responsibility/Role

Best Practices





ICAO



ACAO



Section B: Ground Handling

From 14 to 15 December 2022

Rabat, Morocco

PROVISIONALAGENDA

ICAO Global Provisions on Ground Handling

ICAO Annex 14 and PANS Aerodromes, ICAO Manual on GH

ICAO Key Partners perspectives on:

Ground Handling awareness for High Level Management

Interfaces between organizations:

Ground handlers and Air Operators Coordination

Ground Handlers and Aerodromes Operators

Contribution of industry organizations to Ground handling safety

Safety Management System in Ground Handling: Turnaround Activities

IATA Ground Operations Manual (IGOM)

IBAC Implementation Guide (IG)

FAA GM on Ground Handling

EASA safety rules for Ground Handling Service Providers

Oversight Programmes

IATA Safety Audit for Ground Operations (ISAGO)

International Business Aviation Council (IBAC), IS-BAH – An International Standard for Business Aircraft Handling

FAA GHSP Oversight Mechanism





ACAO/ICAO Dangerous Good and Ground Handling Workshop (Rabat, Morocco, 12-15 December 2022)

BULLETIN

1. LOCATION

1.1 The ACAO/ICAO Dangerous Good Workshop and the Ground Handling Workshop **will be held from 12 to 15 December 2022**, The Workshop will be held at Farah Hotel Rabat, Morocco (Address: Place 16 Novembre, Bd Mohamed Lyazidi, Rabat 10000, Maroc). Map location is at page n°3

2. SCHEDULE OF THE WORKSHOP

- 2.1 The opening session of both Workshop will be held at 0900 hours on Monday 12, 2022.
- 2.2 The Workshop will be conducted in English.

3. REGISTRATION OF PARTICIPANTS

3.1 Participants are requested to register, at the Registration Desk located at the entrance of the Workshop Hall, between 0830 and 0900 hours on the opening day of the Workshop.

4. HOTEL RESERVATIONS

4.1 Participants are requested to make their own hotel reservations.

6. TRANSPORTATION

6.1 Participants are requested to make their own transportation arrangements

7. INSURANCE

7.1 Participants are advised to have insurance coverage for any unexpected contingency and Medical Coverage.

COVID-19 REQUIREMENTS

7.2 The health entry requirement has been lifted, but it might be changed later on. Accordingly, it is highly recommended to visit the bellow link to be informed on the updated Health Entry Requirements:

- <https://www.onda.ma/en/I-am-passenger/Traveller-Guide/Coronavirus-Passenger-information>

8. SOME USEFUL TRAVEL INFORMATION

PASSPORT

8.1 All foreign nationals entering the Kingdom of Morocco must possess valid passports or other valid documents for travel.

VISA

8.2 It is mandatory that all required participants obtain official visas from the Moroccan's Embassy or Consulate in their country prior to their departure for Rabat.

9. CURRENCY, CREDIT CARDS AND BANKING SERVICES

9.1 The unit of currency in Morocco is Moroccan Dirham (MDH) with notes of 10, 20, 50, 100 and 200 and coins of 1, 2 & 5.

9.2 International Credit Cards, such as American Express, Visa, Master Charge, etc. are usually accepted at most hotels, department stores and restaurants.

9.3 All commercial banks exchange major foreign currencies and are open 0830-1200 hours and 1430-1600 hours Monday through Friday.

10. OTHER USEFUL INFORMATION

SHOPPING

10.1 Be prepared to bargain in small shops, sidewalk vendors etc. However, in large stores, the prices are fixed.

11. WEATHER CONDITIONS

11.1 The main daily maximum and minimum temperatures for the month of December are between 13°C to 20°C.

12. OTHER ASSISTANCE

12.1 The ACAO will be glad to assist the participants to the Workshop with any advice they may require.

12.2 The Workshop Focal Point from ACAO is as follow:

Mr. Hicham Bennani
Email: h.bennani@acao.org.ma

Venue Location MAP

Hôtel Farah Rabat 5 étoiles

Nearby hotels Restaurants Things to do Bars Coffee Pharmacies Parking

Oued Bou Regreg Marina Restaurant Marsa Hassan II Bridge

MAD 1,090
Nov 1 - 2

Hôtel Farah Rabat 5 étoiles
3.9 ★★★★★ 1,308 reviews · 3-star hotel

Directions Save Nearby Send to phone Share

CHECK AVAILABILITY

Compare prices Free cancellation only

Check in / Check out
Tue, Nov 1 Wed, Nov 2 2

All options

Hôtel Cherif

Hôtel Farah Rabat 5 étoiles
8 min drive home
PLACE 16 NOVEMBRE

Hôtel Bouregreg Hôtel Hasard

Takhfid Reda

BEN MUSIC S.A.R.L. INTELCLIA

Rue Saïbia Rue Chaouen Rue Er-riche Av. Al Almoravide Rue Riassani Rue Saadi Bd Mohamed Lyazdi Jardin Tour Hassan Rabat ville Hassan Tower