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When replying please quote:

Ref.: NT-NR7-9 — **EMX0934**

7 September 2015

To: States, Territories

Subject: **ICAO/Canada Programme Cargo and Mail Security Course for Aruba, Bonaire, Curaçao, Guyana, Sint Maarten, Suriname and Trinidad and Tobago**  
(Port of Spain, Trinidad and Tobago, from 23 to 27 November 2015)

Action

Required: **Please send your scholarship and nomination forms by 25 September 2015**

Sir/Madam:

In accordance with the ICAO objective to support Member States in meeting their civil aviation security obligations under the Chicago Convention, and promote the strengthening of aviation security worldwide, as informed in the Fifth Meeting of the ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG/5), I am pleased to inform you that an Air Cargo and Mail Security Course is planned for Aruba, Bonaire, Curaçao, Guyana, Sint Maarten, Suriname and Trinidad and Tobago as part of the *ICAO/Canada Improving Global Aviation Security Agreement*.

This five-day course will be delivered in English in Port of Spain, Trinidad and Tobago, from **23 to 27 November 2015**, and has been designed to provide to personnel responsible for the development, implementation and supervision of aviation security measures for air cargo and mail, an understanding of Annex 17, Standards and Recommended Practices (SARPs) related to cargo, their link with security programmes, the importance of maintaining a secure supply chain, and the role and responsibilities of the entities in charge of secure air cargo and mail against acts of unlawful interference.

Nominees should carry out functions for the appropriate aviation security authority, other regulatory authorities, airports, airlines or stakeholders, with an active role in supporting air cargo and mail security. This course is also appropriate for national AVSEC instructors that are currently responsible, or will be appointed responsible, for training related to this matter.

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Selections will be made based on qualifications and experience, and due to the interactive activities of the course, it will be limited to twenty one (21) participants. Each State/Territory can nominate **three (3)** participants, completing the Nomination Form (**Attachment A**), filling one form per nominee; once selection is completed, ICAO will notify the results to your administration and candidates. Any additional nominations will be placed on a “stand by” list until all interested State nominations are received. Once the closing date for nominations has been reached, a review of “stand-by” nominations will be made if additional places in the course are available.

Please note that any individual appearing at the course that has not been properly nominated by his/her State/Territory and approved by ICAO will not be accepted. In addition, participants who do not attend the entire course will not receive a certificate at the end of it. Should a State/Territory wish to withdraw a nominee after the selection, it should notify ICAO at least two weeks before the event.

Likewise, nominees should also be medically fit and have either medical insurance or other medical coverage to meet expenses, if any, towards illness or medical emergency during the above event. Neither ICAO nor the venue take responsibility to meet expenses in this regard.

Additionally, I am pleased to inform you that as part of the *ICAO/Canada Improving Global Aviation Security Agreement*, ICAO/Canada Subsidy Agreement component, scholarships are offered to **Guyana and Suriname**, three participants per State. Please note that the fellowship includes the cost of an economy class round-trip ticket, as well as terminal expenses and per diems for six (6) days. However, due to restrictions on airline tickets, changes cannot be made to routes or visits to other destinations. All costs associated with changes of this nature remain the responsibility of the participant requesting such changes. Participants should deliver a travel report following the event in a form that will be provided/send in a timely manner.

Guyana and Suriname should complete one fellowship nomination form per candidate (**Attachment B**), and include a copy of the personal data page of the passport of the fellowship recipient. All forms should be entirely filled and officially authorized by the appropriate AVSEC authority. Once completed, they should be sent to this ICAO Regional Office no later than **25 September 2015**. For administrative reasons, please be advised that the closing date for nominations will be strictly adhered to, in order to count with an adequate term for fellowship process, and for selected participants to prepare their travel arrangements, if necessary, including visa process, so we appreciate your prompt action.

For further information, please contact Mr. Ricardo G. Delgado ([rdelgado@icao.int](mailto:rdelgado@icao.int)), Regional Officer, Aviation Security and Facilitation, ICAO NACC Regional Office, or his assistant, Mr. Gabriel Gutiérrez ([ggutierrez@icao.int](mailto:ggutierrez@icao.int)).

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

A digital signature in black ink is written over a circular blue stamp. The stamp contains the text "ICAO OACI-WKAO" at the top and "REGIONAL OFFICE" at the bottom. The signature is flanked by the words "Digital Signature" in blue, slanted text.

for  
Melvin Cintron  
Regional Director  
North American, Central American and  
Caribbean (NACC) Regional Office

**Enclosure:**

*As indicated*

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