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When replying please quote:

Ref.: NT-NR 7-9 — **EMX1197**

22 December 2015

To: Barbados and ECCAA Member States

Subject: **ICAO/Canada Programme Cargo and Mail Security Course for Antigua and Barbuda, Barbados, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines**  
(St. John's, Antigua and Barbuda, from 8 to 12 February 2016)

Action

Required: **Please reply no later than 8 January 2016**

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 Fourteenth Directors of Civil Aviation of the Central Caribbean Meeting (C/CAR/DCA/14) and 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 Antigua and Barbuda, Barbados, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines as part of the *ICAO/Canada Improving Global Aviation Security Agreement*.

This five-day course will be delivered in English in the Grand Royal Antiguan Beach Resort, St. John's, Antigua and Barbuda, from **8 to 12 February 2016**, 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, of instruction 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 eighteen (18) participants. Each State 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 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 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 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.

All States 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 should be sent to this ICAO Regional Office no later than **8 January 2016**. 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 overlaid on a blue circular stamp. The stamp contains the text 'Firma Digital' on the left and 'Digital Signature' on the right, with 'ICAO - OACI' at the top. The signature is a stylized, cursive script.

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

**Enclosure:**

*As indicated*

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