



International
Civil Aviation
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Международная
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гражданской
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منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-NR 7-4 — **E.OSG - NACC77850**

11 April 2019

To: States, Territories and International Organizations

Subject: **ICAO Regional USAP-CMA Seminar**
(Montego Bay, Jamaica, from 8 to 11 July 2019)

Action

Required: **Please reply or send registration forms by 7 June 2019**

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 Iberostar Rose Hall Beach Hotel in Montego Bay, Jamaica, from 8 to 11 July 2019.

The objective of the seminar is to familiarize participants with the ICAO Universal Security Audit Programme Continuous Monitoring Approach (USAP-CMA) 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 ICAO and the participants from States 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.

The seminar will be conducted in English. Attached please find for your reference the provisional programme for the seminar (**Attachment A**). General information can be found in **Attachment B** to this communication.

Please submit the name and details of nominated participants directly to this ICAO NACC Regional Office using the attached registration form (**Attachment C**) by **7 June 2019**, in order that arrangements can be finalized in time. A copy should be sent to the Aviation Security Audit (ASA) Section at ICAO Headquarters at asa@icao.int. Please note that travel, medical coverage, accommodation and daily expenses are to be covered by the nominating State or organization.

.../2

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

A handwritten signature in black ink, appearing to read 'Melvin Cintron', is overlaid with a blue circular digital signature watermark. The watermark contains the text 'Digital Signature' and 'Firma Digital' around its perimeter.

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

Enclosure: *As indicated*

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ATTACHMENT A

ICAO REGIONAL USAP-CMA SEMINAR

Montego Bay, Jamaica, 8 to 11 July 2019

Provisional Programme

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

Exercise 1 – Standard, Critical Element and Protocol Question Interrelationship

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

Exercise 2 – Development of a Corrective Action Plan (CAP)

ATTACHMENT B



International Civil Aviation Organization
Jamaica Civil Aviation Authority
ICAO USAP-CMA Seminar
Montego Bay, Jamaica, 8 – 11 July, 2019



GENERAL INFORMATION

(Presented by Jamaica)

1. Venue and Dates

The ICAO USAP-CMA Seminar will take place in Montego Bay, Jamaica, at the Iberostar Rose Hall Beach Hotel.

2. Address and contact numbers

Name of the Seminar Coordinators:

Capt. Althea Bartley

Manager, AVSEC

Address: Jamaica Civil Aviation Authority (JCAA)

4 Winchester Road, Kingston 10, Jamaica

Telephone: (876) 960-3948 or (876) 919-8977 Ext 2050

Fax: (876) 960-1637

Email: Althea.Bartley@jcaa.gov.jm

Margaret Lee

Senior Secretary

Address: Jamaica Civil Aviation Authority (JCAA)

4 Winchester Road, Kingston 10, Jamaica

Telephone: (876) 967-2059 Ext 2059

Fax: (876) 960-1637

Email: Margaret.Lee@jcaa.gov.jm

3. Temperature

During the month of July, the temperature in Jamaica ranges from 25°C (76.8°F) to 30°C (87°F). The average humidity is 73.2%.

4. Money exchange

The Jamaican dollar is the national currency, and the exchange is USD 1.00 = JMD125.8951, approximately (*rates quoted as at March 28, 2019*). Preferably, after your arrival you may exchange currency at local banks at the airport or in the city.

5. Credit cards

The international credit cards usually accepted in shopping centres, hotels and restaurants are: MasterCard and Visa.

6. **Lodging**

Hotel	Single/Double Room			
Hilton Rose Hall Resort & Spa Address: Lilliput, Rose Hall Tel.: (876) 944-3997 Fax: (876) 944-0942 Web: www.rosehallresort.com	USD Single		Double	
	\$407.00		\$407.00	
	<i>This is an All-Inclusive Hotel. Rates include Taxes and service charges</i>			
IBEROSTAR Rose Hall Beach and Spa Resort Address: Lilliput, Rose Hall Tel.: (876) 680-0000 Fax: (876) 953-8019 E-mail: groups.suites@iberostar.com.jm Web: www.iberostar.com	Property	Single USD\$	Double USD\$	Triple USD\$
	Beach Hotel	153.00	193.00	140.00
	Suites	180.00	240.00	165.00
	Grand	236.00	316.00	
	<i>This is an All-Inclusive Hotel. Rates include Taxes and service charges</i>			
Deja Resorts Address: 92 Gloucester Avenue, Montego Bay Hall Tel.: (876) 940-4173	USD Single		Double	
	\$173.00		\$231.00	
	<i>This is an All-Inclusive Hotel. Rates include Taxes and service charges</i>			
WEXFORD HOTEL Address: 39 Gloucester Avenue, Montego Bay Tel.: (876) 952-2854 Fax: (876) 952-6714 E-mail: reservations@thewexfordhotel.com Web: www.thewexfordhotel.com	USD Single		Double	
	Standard:	\$ 108.00	\$116.00	
	<i>(Subject are to change)</i>			
	<i>Rate includes all taxes and Full Jamaican Breakfast (this is NOT an all-inclusive hotel)</i>			
The S Hotel Address: 7 Jimmy Cliff Boulevard, Montego Bay Tel.: (876) 979-0000 Fax: (876) 971-3153	USD Single		Double	
	Standard:	\$ 306.34	\$306.34	
	<i>(Subject are to change)</i>			
	<i>Rate includes all taxes and Full Jamaican Breakfast (this is NOT an all-inclusive hotel)</i>			

7. **Transportation**

Transportation may be provided or arranged via cab service by the respective hotels

8. **Local Transportation**

The recommended methods of transportation are taxis.

9. **Hospitals**

If necessary, emergency services are available, for more information call:

Cornwall Regional Hospital:

Mount Salem, Montego Bay

Telephone: 971-4816

Montego Bay Hospital and Urology Centre:

Mount Salem Main Rd. Montego Bay

Telephone: 952-1991

10. Commercial working hours

In the City from 08:30 to 17:00 hours, approximately.
Banks, Monday to Thursday 08:30 to 14:00 and from 08:30 to 16:00 hours on a Friday.
In malls/shopping centres from 09:00 to 18:00 hours approximately.

11. Electricity

120 and 220 volts are the hotel standard. If higher voltage is required, please request information at hotel registration.

12. Visa

To be verified by the interested participants at embassies and consulates in respective States.

13. Others

Tax charged to purchases is 17.5% and indicated as “inclusive” if already included in consumer prices. Tips in restaurants and related places are normally included in the bills. If not, then they are at your discretion. However, 10-15% is the norm.
