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منظمة الطيران
المدني الدولي

国际民用
航空组织

Bureau Afrique Occidentale et Centrale / Western and Central African Office

T1-32 – 0054

5 February 2025

Subject: Flight Procedure Design Initial Training Course, Yaounde, Cameroon, from 17 March to 11 April 2025

Action Required: Confirm participation not later than 3 March 2025

Sir/Madam,

I have the honour to invite your Administration to the **Flight Procedure Design Initial Training Course** organized by the African Flight Procedure Programme (AFPP) at the Cameroonian Civil Aviation Training School in Yaounde, Cameroon, from 17 March to 11 April, 2025.

The aim of this course is to assist States in developing or enhancing their flight procedure design capabilities. The course is intended for air navigation experts (air traffic controllers, aeronautical information service experts, air navigation engineers) and pilots employed by a regulatory authority, or experts responsible for flight procedures design or oversight.

The Flight Procedure Design Initial Training Course is the first module of the flight procedure designers training curriculum. It must be followed by the PBN flight procedure design training and the On-the-job training (OJT), advanced training, recurrent training and refresher training. The course topics cover general criteria for the design of visual and conventional flight procedures, including departure, arrival, precision and non-precision approaches, and en-route procedures.

The participation is free of charge for the active members of the African Flight Procedure Programme (AFPP) in good standing with their annual contributions to the Programme. All other applications will be considered, if possible, at a cost of 4,000 USD fee per participant. Your Administration/Organization is expected to fund the travel, accommodation and living expenses of the selected candidates.

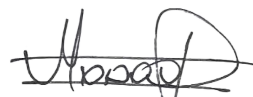
The course will be conducted in the English language; and the documentation, which will be issued in the same language, will be posted as soon as available at www.icao.int/wacaf, www.icao.int/esaf and www.icao.int/wacaf/african-fpp.

Please note that the use of hard copy documentation at the course will be kept to a minimum. Participants are encouraged to bring along suitable computer equipment and accessories such as laptops, scientific calculators, and USB keys to the course to enable them participate effectively.

Enrolment to the course will be limited to 14 participants. You are therefore invited to nominate candidates at your earliest convenience preferably **not later than 3 March 2025**, indicating their order of priority if more than one candidate is nominated. Relevant resumes of each candidate should be included as part of the registration to assist in the candidate selection process.

Please complete and return the registration form (**Attachment B**) to icaowacaf@icao.int and icaoesaf@icao.int with copy to ydiop@icao.int and adamiba@icao.int. The information bulletin and a list of recommended hotels in Yaounde are attached to this letter.

Please accept, Sir/Madam, the assurances of my highest consideration.



Nika Meheza Manzi
Acting Regional Director

Attachment A : Draft Agenda
Attachment B : Registration Form
Attachment C : Information Bulletin
Attachment D : List of Hotels