



International
Civil Aviation
Organization

Organisation
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Международная
организация
гражданской
авиации

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Ref.: AN12/46.2-IND/08/19

4 July 2008

Subject: First State Safety Programme (SSP)/Safety Management System (SMS) Seminar, SSP Workshop and SMS Training Course - Addis Ababa, Ethiopia, 23 September to 3 October 2008

Action required: notify the names of your representatives by no later than 12 September 2008

Sir/Madam,

I have the honour to inform you that ICAO is organizing, as part of the Comprehensive Regional Implementation Plan for Aviation Safety in Africa, a workshop on State Safety Programme (SSP) and a training course on the ICAO Safety Management System (SMS). The SSP seminar/workshop is designed for high-level staff from civil aviation authorities, whereas the SMS training course is for safety managers and officers from both government and industry. The SSP workshop will be preceded by a one-day SSP/SMS seminar aimed at senior management.

The SSP/SMS seminar, the SSP workshop and the SMS training course will be conducted in both English and French during the third and fourth quarters of 2008, respectively. The first combined session will be conducted in English and will be held in Addis Ababa, Ethiopia, at the kind invitation of the Government of the Federal Democratic Republic of Ethiopia, according to the following schedule:

1. Tuesday, 23 September 2008

A one-day seminar for high-level decision makers of African civil aviation authorities and aviation industry (airlines, airports, air traffic management, etc.) will focus on high-level management duties and responsibilities relating to the State Safety Programme (SSP) and the ICAO Safety Management System and will emphasize safety as a business activity, effectively supporting the bottom-line of the industry and its ability to compete globally.

2. Wednesday, 24 September to Friday, 26 September 2008

A three-day workshop on State Safety Programme (SSP) for regulators, which will provide States with the necessary guidance to develop and implement the SSP according to ICAO requirements.

3. Monday, 29 September to Friday, 3 October 2008

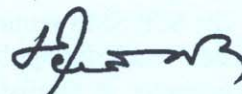
The standard ICAO Safety Management System (SMS) course will be provided over the five-day period to safety officers from industry and civil aviation authorities, including safety teams from regional organizations. The successful completion of the SMS training course will enable the African aviation industry to establish and maintain effective safety management systems throughout their operation.

The SSP/SMS seminar, the SSP workshop and the SMS training course will be conducted in French during the fourth quarter of this year; the dates and venue will be communicated in due course.

You are therefore invited to indicate whether your State will participate in the first combined SSP/SMS seminar, SSP workshop and SMS training course as outlined in the above schedule.

Please note that the one-day seminar for high-level management officers and the SSP seminar/workshop are open, but that seating is limited to thirty-five for the SMS training course. It is therefore recommended to indicate whether your State will participate in the events by completing and forwarding the attached registration form as early as possible, and in any event before **12 September 2008**. A form should be completed for each participant. Early registration will also allow participants to be provided with additional information and assistance with regard to entry visas, if necessary, and other administrative requirements.

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



Taïeb Chérif
Secretary General

Enclosure:
Registration form

International Civil Aviation Organization



FIRST STATE SAFETY PROGRAMME (SSP)/SAFETY MANAGEMENT SYSTEM (SMS) SEMINAR, SSP WORKSHOP AND SMS TRAINING COURSE Addis Ababa, Ethiopia, 23 September– 3 October 2008

Registration Form

Please complete all fields and fax, e-mail or mail to:

Attn: Integrated Safety Management (ISM) Section
Address: 999 University, Suite 6.10, Montreal, Qc, H3C 5H7
Fax: + 1(514) 954-6759
E-mail: ism@icao.int

First Name (in full) _____

Family Name (in full) _____

Title _____

Participating in SSP seminar/workshop SMS training course
 High-level management awareness course

Address _____

Telephone/Fax _____

Email _____

Please re-type your email for confirmation _____