

COMISSÃO LATINO-AMERICANA  
DE AVIAÇÃO CIVIL



LATIN AMERICAN CIVIL  
AVIATION COMMISSION

COMISIÓN LATINOAMERICANA DE AVIACIÓN CIVIL  
SECRETARIAT  
P. O. Box 27032, Lima, Peru

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CLAC 1.5.4.3 /165

03 April, 2012

**To: AVIATION AUTHORITIES, AIRPORT OPERATORS, AIRLINES AND REGULATORY ORGANIZATIONS**

**Subject: LACAC/FAA GENERAL AVIATION SAFETY SEMINAR-WORKSHOP  
(Panama City, Panama, 30 May – 1<sup>st</sup> June, 2012)**

**Action required: Reply concerning attendance as soon as possible**

Dear Sir/Madam,

In the XIX Ordinary Assembly of LACAC (Punta Cana, Dominican Republic, 2 to 5 November 2010) regarding the LACAC Meeting Programme 2011/2012, among others, it was agreed to carry out the *LACAC/FAA General Aviation Safety Seminar-Workshop*, within the framework of the Memorandum of Understanding to be subscribed between the Latin American Civil Aviation Commission (LACAC) and the Federal Aviation Administration (FAA).

In this sense, I would like to confirm the kind offer of the Aeronautical Authority of Panama to host the above mentioned Seminar, in Panama City, from 30 May to 1<sup>st</sup> June, 2012. As **Attachment 1** you will find the agenda.

This Seminar-Workshop will be conducted in English with simultaneous interpretation in Spanish and would be useful to Personnel from civil aviation authorities, airport authorities/operators, airlines and air traffic service providers responsible for the planning, directing or managing of safety oversight, as well as, the members or experts of the aircraft accident and incident investigation organizations. Managers, supervisors and officers assigned to safety-related positions will also benefit from this Seminar.

The participation in this Seminar have a US\$ 250 registration fee per attendee to cover part of the administrative expenses of the event **and can be paid before the commencement of the event with organizations' own resources or through the training budget of an ICAO technical cooperation project.** The payment of the indicated amount must be paid in United States Dollars, either in cash, by cheque payable to LACAC or by electronic transfer to the banks detailed below:

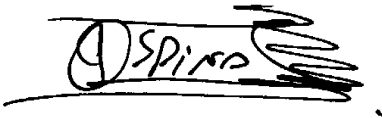
**Royal Bank of Canada**  
“//CC000305101  
Account number: 05101 404 6 892  
ICAO Pool Account  
Ste. Catherine and Stanley Branch  
Montreal, Quebec, Canada  
Reference: RLA/06/801

**Banco de Crédito del Perú**  
Swift Code: BCPLPEPL  
Account number: 193-1717040-1-48  
Jr. Lampa 499 Lima 01 – Peru  
Telephone: (511) 427-5600

The instructions of the Member States to their paying bank **must clearly indicate that the payment is for the “LACAC/FAA General Aviation Safety Seminar-Workshop”** and this information should be transmitted to the receiving bank. Once the payment is done, I would appreciate if you could kindly send a copy of such to this Secretariat, indicating the participant's data.

Finally, due to the wide host of issues to be discussed and the limited spaces, your Administration is urged to **indicate, as soon as possible**, about participation in this event, informing the names and titles of staff members of your delegation, as well as, the itinerary details of their arrival in Panama City for pertinent coordinations with the host State Authorities. For this purpose, as **Attachment 2** you will find the corresponding registration form, which I would be grateful if you could return it to this Secretariat duly completed, via E-mail. The general information is contained in **Attachment 3**.

Looking forward to receiving your prompt participation confirmation, please accept, Sir/Madam, the assurances of my highest consideration.

A handwritten signature in black ink, appearing to read 'OSPINA', with a stylized flourish extending to the right.

Marco Ospina  
Secretary of LACAC

**Enc.**

MOY/ffm