

COMISSÃO LATINO-AMERICANA
DE AVIAÇÃO CIVIL



LATIN AMERICAN CIVIL
AVIATION COMMISSION

COMISIÓN LATINOAMERICANA DE AVIACIÓN CIVIL

SECRETARIAT
P. O. Box 27032,
Lima, Peru

CLAC 1.5.4.34/234

20 September, 2013

**To: AVIATION AUTHORITIES, ORGANIZATIONS IN CHARGE ON
AVIATION SECURITY and AIRPORT OPERATORS OF THE MEMBER
STATES**

**Subject: Seminar LACAC/TSA-USA on “Technology AVSEC”
(Arlington, Virginia, United States of America, 18 to 21 November, 2013)**

Action required: Reply concerning attendance before 1 November, 2013

Dear Sir/Madam,

According to the approved by the XX Ordinary Assembly of LACAC (Brasilia, Brazil, November 2012) regarding the LACAC Meeting Programme 2013/2014, it was agreed to carry out a *Seminar LACAC/TSA-USA on “Technology AVSEC”*, within the framework of the Memorandum of Understanding subscribed between the Latin American Civil Aviation Commission (LACAC) and the Transportation Security Administration (TSA), specifically on the offer of contribute with training of officials from LACAC Member States.

In this sense, I would like to confirm the above mentioned Seminar, to be held in Arlington, Washington, United States of America, from 18 to 21 November, 2013. Enclosed you will find course’ objectives, instructor and details of the issues to be addressed (**Attachment 1**).

This Seminar will be conducted in English with simultaneous interpretation in Spanish and would be useful to Heads/ Directors of Aviation Security areas and Airport Managers of the Member States. Note that the Seminar will have a maximum of 40 participants and will have a US\$ 250 registration fee per attendee that will be useful to cover part of the administrative expenses of the event **and can be paid before the event with organizations' own resources or through the training budget of ICAO technical cooperation project**. The payment of the indicated amount must be paid in United States Dollars, either in cash 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

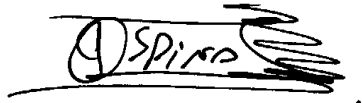
The paying bank should clearly indicate that the payment is for the “*Seminar on Technology AVSEC*” and this information should be transmitted to the receiving bank. After payment, please send a copy to this Secretariat, indicating the data for the participant.

Finally, because of the wide host of issues to be discussed at the Programme, and the limited number of places (2 participants per State) is urged to **indicate before 1 November 2013**, about participation in this event. For this purpose, as the Seminar will be held in the TSA Security Offices and they will provide access, TSA also requires that no later than the registration deadline indicated, you send the following information for each participant:

- Full name
- Country of citizenship
- Gender / Sex
- Date of Birth (Month / Day / Year)
- Country of birth
- Country of passport
- Passport number
- Passport Expiration Date
- Position
- Organization

On the other hand, as **Attachment 2** you will find the pertaining confirmation form, which I would be grateful to return it to this Secretariat duly completed, via email. General information related to the place of working sessions and other relevant information appears as **Attachment 3**.

I look forward to your prompt participation confirmation. Accept, Sir, the assurance of my highest consideration.

A handwritten signature in black ink, appearing to read 'M. Ospina', with a horizontal line underneath.

Marco Ospina
Secretary of LACAC

Enc.